SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

GOVERNMENT DEGREE COLLEGE (WOMEN) KUPWARA

SULKOOT KUPWARA- 193222
193222
https://gdcwkupwara.edu.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Established vide Govt. Order No. 264-Hr Edu of 2011 dated 29-06-2011 at Kupwara in village Sulkoot, about 1.25 kilometer from district headquarter Kupwara, and approximately ninety (90) KMs from the summer capital Srinagar of J & K (UT), Government Degree College (Women) Kupwara started functioning from 2012 in a makeshift arrangement at Government Middle School, Sulkoot, Kupwara. The construction of the college began in 2014 with the notification of land measuring 79 Kanals and 04 Marlas (9.88 acres). The construction work of the college is still under way, with three storey Academic Block completed while work on three storey Administrative-cum-Library Block is in progress. Besides, a UGC funded hostel under PMDP is also under construction within the college campus. Recently in 2020 the college shifted from makeshift arrangement to the new campus to accommodate the growing number of students enrolled in the college and to ensure social distancing which was not possible in the makeshift arrangement. The college stands affiliated to the University of Kashmir, Srinagar and recognized under 2(f) and 12(B) of UGC Act 1956.

The college infrastructure is still in the developmental stage and comprises of an Academic Block with 8 lecture halls, 4 science labs and a Browsing Centre, an under construction three storey Administrative-cum-Library Block, an under construction PMDP hostel, a Canteen/Cafeteria block and 02 toilet blocks. The college has been offering three year graduate program in Arts since 2012, while from academic year 2021 Science stream has also been introduced. The college has a competent teaching faculty having specialization in different fields of study who work with dedication and commitment to meet the academic demands and needs of students. Cultural activities, debates, seminars, extension lectures by various subject experts are conducted on regular basis by the college. Dr. Fayaz Ahmad Lone who took over as Principal of the college in April 2020 is striving hard to lead the college towards the path of development and excellence. To carry out the academic and administrative affairs of the institution, different committees and cells are framed every year. The college has a rich library of over 8000 books.

So far as the absolute location of the college is concerned, it is located at 34°53' N latitude and 74°25' E longitude. The college possesses a peaceful atmosphere being situated at a distance of 1.25 KMs from the main Kupwara town, surrounded by dense pine forests along North, West and Eastern sides and provides a conducive environment for active pedagogy, which in turn infuses sense of competition and scientific temperament among the enrolled students of the college.

Vision

To be an institution of excellence with world class academic ambience, that contributes significantly towards establishing an inclusive society based on shared values and ideals, that provides a vibrant platform for multidisciplinary knowledge and skills and that acts as a catalyst for critical and reflective thinking for greater empowerment of the stakeholders.

Mission

1. To foster quality education particularly in new and emerging disciplines leading to knowledge

production and knowledge economy by constantly improving/upgrading teaching-learning processes through technology use and integration, and by equipping learners with skills comparable to national and global standards.

2. To inspire learners with nurturing of bigger and genuine dreams in different fields and to inculcate them with the spirit of hardwork and determination blended with moral and ethical values for carving out a dignified niche in the society.
3. To instill within students the spark of commitment and devotion to serve relentlessly the people of this remote area and world at large.
4. To promote co-curricular activities aimed at all round personality development of students.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. The institution is situated on the outskirts of the main town about 1.25 km from the town centre. The serene, hassle free and pollution free countryside environment is highly favorable for conducting the academic business.
2. The college is well connected with the town and its adjoining areas through broad black topped roads.
3. An area of 79 Kanals and 4 Marlas of land is available with the college and more land measuring 11 Kanals and 5 Marlas are under procurement through District Collector Kupwara
4. The college receives financial support from UT Government and under centrally sponsored schemes like RUSA and UGC.
5. The college library is automated with SOUL 2.0 and procurement of RFID is under process.
6. The college is only Women College in the whole district and as such envisages for empowering girl students by exposing and nurturing their hidden talents and potentials.
7. The introduction of subjects like Botany, Zoology, Chemistry and Home Science from March 2021 has changed the academic contours of the college from Arts centric to a multi-programme institution.

Institutional Weakness

1. The College boundary wall is still under construction and most of the area is unfenced. Filling and leveling of the ground, development of lawns and parks has not been carried out till date.
2. Lack of a separate Science Block and auditorium constraints college administration for introducing new subjects and to conduct debates, seminars, workshops and other co-curricular activities.
3. Inadequate permanent teaching and non-teaching staff in the college.
4. As the College is still under construction, the sports field has not been developed yet which poses a big challenge in carrying out sports activities in the college. Besides, lack of an all weather indoor sports complex is a big impediment in carrying out sports activities.
5. Limited flexibility and opportunity in the curriculum design and development.
6. Roads within Campus are neither demarcated properly nor black topped.
7. Lack of hostel facility for students and teachers coming from far off places.

Institutional Opportunity

1. There is an ample opportunity to expand the basic infrastructure of the college and transform the college

into a "Model Women College".

2. The introduction of girl student friendly professional subjects and courses like BCA, Fashion Designing, Art and handicraft, Bachelors of Education (B.Ed) would improve the enrolment in the college.
3. Professional Certificate Courses in Computer Applications, DTP, and Elementary Teacher Education can be started with existing infrastructure.
4. The installation and commissioning of RFID based Library Management System would expose the students to new gadgets and would safeguard the rich library against theft besides lessening the burden on library staff.
5. The procurement of more land measuring 11 Kanals and 5Marlas, which is under process, shall not only turn the zig-zag college boundary into smooth but will also create more space for future expansion in terms of infrastructure.

Institutional Challenge

1. Slow infrastructural development.
2. The college feeding area is inhabited by the economically poor and educationally backward people.
3. Digitization of old records.
4. Encouraging faculty to focus on research.
5. Girls are married off immediately after completing their graduation, or sometimes midway, thus hindering their academic progression.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

From 2012 the college has been discharging its academic obligations towards society. The vision and mission of the college is to educate and prepare students for different levels of academic excellence. The college makes every effort to realize its mission of developing competent human resource through quality education, by creating innovative educational environment and promoting creativity to develop skilled human resource.The college prospectus and news-letter has proved instrumental in communicating the vision and mission to the stakeholders. The college runs bachelor's degree programs in Arts (from 2012)and in Science(from 2021). Across the streams, the institution imparts education in 13 subjects with a total of 08 combinations. The highly dynamic, dedicated and diligent faculty of the college put in their best efforts in providing quality education to the students resulting in their physical, intellectual, aesthetic and spiritual growth in a harmonious manner. The institution ensures efficient and effective delivery of curriculum which is devised by the University of Kashmir to which the college is affiliated with. With regard to the Skill Enhancement Courses, the college admission committee exercises its full authority in coordination with the heads of different departments in the college to ensure providing maximum possible choice to the students.

Teaching-learning and Evaluation

The admission process is carried out in accordance with the rules and regulations aslaid down by the UT government and affiliating university. The college admission committee makes extra efforts to elicit response from students especially those from the reserved categories for admissions in a transparent manner. In order to make students familiar with the subject combination, fee structure, general code of conduct and the student

centric facilities, the college publishes admissionprospectus every year. The college follows an annual academic calendar (prepared in consultation with the academic calendar of affiliating university) for carrying out various co-curricular activities which is devised prior to the commencement of academic session. Every possible measure is undertaken to ensure that a favorable and conducive class-room environment is provided and teaching-learning is made an effective exercise for slow as well as advanced learners in the college. Our institution has adequate number of full-time faculty members with higher qualifications and significant years of experience in teaching. Teachers are encouraged to use the modern teaching aids and technological equipment like internet connect IFPD along with traditional lecturing method.The teaching learning process of the college is improved by provision of computers, internet facility, audio visual aids, by organizing educational and subject tours and by obtaining feedback from the students pertaining to teachers. Departmental seminars,group presentation and group discussion are conducted to improve the students' learning outcomes.

Since examination is conducted by the affiliating university, the Principal of the college in consultation with the examination convener assigns duty to the teaching and non-teaching staff for fair and smooth conduct of the examinations. Internal evaluation of the students is done on the basis of marks secured by them in class/unit tests, assignments, attendance, etc. As a part of academic program, the quality of teaching, learning, and examination related issues are monitored by the Internal Quality Assurance Cell (IQAC) of the college on regular basis in a transparent and time-bound way.

Research, Innovations and Extension

Govt. Degree College Women Kupwara is a recently established undergraduate higher educational institution and as such there is no provision for research component. The college has also not received any grants for research so far. However, the faculty members of the college engage in research activities by publishing articles/book chapters in national and international journals. Moreover, as part of the faculty development program of UGC, the faculty members participate in faculty induction program, orientation and refresher courses, workshops, short term courses and national and international conferences. Innovation among students is aimed through promotion of creativity by encouraging their participation in intra and inter college programs like conferences, workshops and seminars.

A number of extension and outreach programs like organizing Swachhta Abhiyan in the college vicinity, awareness campaigns about health and hygiene, plantation drives, distribution of sanitary material among the poor and uneducated folks are conducted as part of the social responsibility by the institution. Such activities help the learners to become agents of social change and develop a feeling that serving people in distress is true patriotism. For imparting skills and awareness to boost self-employment initiatives, the college organized a number of programs in collaboration with District Employment and CounselingCentre, Kupwara. A formal MoU has been signed with NIELIT Srinagar for imparting basic computer training to our students.

Infrastructure and Learning Resources

Though the college is still in its infancy stage, it has adequate infrastructure to carry out the teaching- learning process smoothly. Spread over a land area of 9.89 acres, the college presently operates from a three storey academic block while the administrative-cum-library block and college hostel are under construction. Besides 04 Science labs and a browsing centre, there are 08 classrooms each installed with an Interaction Flat Panel Display (IFPD). The institutional library, currently housed in one of the rooms, is fully automated with SOUL 2 and well- equipped with more than 8000 relevant books pertaining to all courses and programmes taught in

the college. The procurement of Library Management System (RFID) of the college library is in process. Affiliating University has created an IT cell in the college through which admissions and examination process are smoothly conducted. The college has 49 computer systems and 7 laptops issued to different departments of the college for the smooth execution of academic and administrative activities. The students of the college have easy access to computer laboratory and are provided with Wi-Fi facility. Although the college is still unfenced and levelling of the ground has not been carried out so far, we have ensured, however, that we provide the necessary infrastructure to the students so that they don't miss out on sports activities.

The institution is in continuous process of upgradation so far as the physical infrastructure is concerned. At present, the college has an academic block, a canteen block, two toilet blocks and a library-cum-administrative block which is under construction and is expected to be completed in due course of time.

Student Support and Progression

Students are given a number of facilities after joining the institution. The faculty of the college ensures that a cordial and student-friendly atmosphere is created, so that the students of the college enjoy the teaching-learning process. Keeping pace with the modern technology, the college has installed IFPD(Interactive Flat Panel Display) boards in every classroom to make the teaching-learning process more advanced and interesting. The college encourages students to participate in different co-curricular activities. The institution has spent approximately an amount of Rs 10 lacs from RUSA 1.0 funds in last two years to procure sports equipment.

The institution supports its needy and poor students by giving financial assistance to them. Orphan students get special attention in admissions, as they are given due fee concession at the time of admission. Students are also guided through to benefit from the state and central sponsored scholarship schemes. Furthermore, the college has established an active Career Counseling Cell which conducts counseling sessions for students regularly to guide them towards better career options and avenues. In order to provide transport facility to its students, the institution has procured a bus through the State Motor Garages out of MPLAD. Besides this, the college has a very well-maintained and fully-automated library. The library facilities are given to students and staff both, so that they may enrich their knowledge. Besides clean sanitary facilities, both students and the staff are given purified water facilities as well. The college also offers canteen facilities to both students and the staff alike.

Governance, Leadership and Management

The Principal, as the head of the institution, takes all the stakeholders into confidence while leading the College toward its vision – 'to be an institution of excellence'. The various committees constituted at the college level ensure smooth functioning of Academic & Administrative affairs. The administrative power of the college, as in any true democratic set up, does not reside with any one individual rather a participatory democracy model is practised in the College. The strategic plans, development schemes, and other decisions regarding academic affairs and student welfare undergo threadbare discussions and frequent meetings of all the stakeholders. The College has the distinction of being the sole women's college in the district, therefore it has the added responsibility of; providing quality education, women empowerment through participation of students in extension activities, seminars & debates and finally by providing students an ambient environment for their all round development. Our college may still be in the infancy stage, but we have set for ourselves high goals to achieve and are hopeful that one day we would be able to live to the resounding words of our College Vision.

Institutional Values and Best Practices

The college adopts measures and practices that promote value based education, gender equity and women empowerment. Initiatives are taken by the college to sensitize the staff and students to gender base challenges and concerns. The college undertakes various initiatives to build an ecofriendly campus that is plastic free and produces minimal waste which are managed in a scientific and environmentally sustainable manner. Every year the college celebrates a number of events in pursuance to the environmental calendar like World Environment Day, World Forest Day, Biodiversity Day, World Ozone Day etc with great zest and zeal. The campus is provided with disabled friendly infrastructure to cater to the needs of differently abled students. Being the only women college in the district, the institution is very particular in nurturing inclusivity with special attention being given to students from rural backward areas, economically weaker backgrounds and other kinds of socially weaker sections. The spirit of national integrity and sensitization towards constitutional obligations is instilled by different means like celebration of important national and international days and events. The college supports some best practices like providing free tuitions for outgoing students to seek admissions in different universities and inviting student attention towards women entrepreneurship. The main focus of the college is to empower our female students in this highly conservative society so that they become enriched with self-confidence, patriotism and humanity. Besides, the college has allowed its library accessible to its passouts who are desirous of appearing in competitive and PG entrance exams.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	GOVERNMENT DEGREE COLLEGE (WOMEN) KUPWARA
Address	SULKOOT KUPWARA- 193222
City	KUPWARA
State	Jammu And Kashmir
Pin	193222
Website	https://gdcwkupwara.edu.in

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal	Fayaz Ahmad Lone	01955-252104	9419029588	-	gwckupwara@gmail.com
IQAC / CIQA coordinator	Rayees Ahmad Magray	-	9906444943	-	rayeesmagray006@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 minroity institution	No

Establishment Details	
Date of establishment of the college	29-06-2011

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	19-07-2018	View Document
12B of UGC	19-07-2018	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	SULKOOT KUPWARA-193222	Rural	9.89	4306.9

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,English	36	Class XII	English	240	198
UG	BA,Economics	36	Class XII	English	40	21
UG	BA,Education	36	Class XII	English	160	82
UG	BA,Political Science	36	Class XII	English	160	44
UG	BA,Sociology	36	Class XII	English	160	91
UG	BA,Islamic Studies	36	Class XII	English	80	46
UG	BA,Mathematics	36	Class XII	English	40	5
UG	BA,Urdu	36	Class XII	Urdu	80	80
UG	BA,Home Science	36	Class XII	English	40	27
UG	BA,Environmental Science	36	Class XII	English	240	50
UG	BSc,Botany	36	Class XII	English	60	50
UG	BSc,Chemistry	36	Class XII	English	60	50
UG	BSc,Zoology	36	Class XII	English	60	50

Position Details of Faculty & Staff in the College

	Teaching Faculty											
	Professor				**Associate Professor**				**Assistant Professor**			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0				0				18
Recruited	0	0	0	0	0	0	0	0	5	0	0	5
Yet to Recruit				0				0				13
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				9
Recruited	4	2	0	6
Yet to Recruit				3
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

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

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	0	0	1
M.Phil.	0	0	0	0	0	0	1	0	0	1
PG	0	0	0	0	0	0	3	0	0	3

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

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

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
	2	1	0	3

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	710	0	0	0	710
	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	0	1	0	0
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	16	4	10	3
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	135	113	106	76
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	88	37	66	48
	Others	0	0	0	0
Total		239	155	182	127

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	Being an affiliated government college the syllabus of all the programs and courses in the institution is designed by affiliating University. As such the institution has not adopted the

	multidisciplinary/interdisciplinary approach towards education. Recently a meeting was held by Higher Education Department of Jammu and Kashmir Union Territory which was chaired by LG for inclusion of multidisciplinary/interdisciplinary courses in Higher Educational Institutions. After action taken plan of the meeting is approved and the curriculum designed by the affiliating University, the institution will include multidisciplinary courses.
2. Academic bank of credits (ABC):	The syllabus of the courses taught in this institution is drafted and designed by the affiliating University. The credit weightage of all the core and skill enhancement courses is framed by the concerned affiliating University. As such the institution could not implement its own bank of credits unless the action taken plan of Higher Education regarding the inclusion of multidisciplinary/interdisciplinary and skill courses recommends so.
3. Skill development:	So for as skill development is concerned, our institution has signed a memorandum of understanding (MoU) with NIELIT Srinagar. The institution, so far, has imparted training in CCC (Concept in Computer Courses) to 90 students in three different batches. Besides this, the institution has received a grant of Rs 10.00 lacs in 2020-21 which was utilized. on procurement of equipment's for upgradation of Food Science and Technology laboratory. The institution has recently signed an MoU with Jan Shikshan Sanasthan (MSDE) for starting the following part-time skill courses from academic year 2022: 1. Apparel, Made ups and Home Furnishing (150 days) 2. Food Processing (105 days) 3. Handicrafts and Carpet (45 days) 4. Health Care (90 days) 5. IT-ITES (180 days) 6. Tourism and Hospitality (180 days)
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	Our institution provides instructions to the students purely on multilingual basis. During teaching learning process the instructors, besides English, use mother tongue, regional language and Urdu for imparting the instructions. The institution also provides Urdu and Kashmiri as Modern Indian Languages (MIL) to its 3rd and 4th semester students. The College Cultural/Debates and Seminar Committee has organized various inter college and intra college cultural programs. The institution recently shifted its mode of instructions from offline

	to online due to Covid-19 pandemic.
5. Focus on Outcome based education (OBE):	The institution has implemented NCF completely in pursuance to the guidelines of UGC. The affiliating University revises the syllabus for the affiliated colleges on regular basis with specific learning outcomes built into the curriculum of each discipline. Government Degree College (Women) Kupwara offers graduation in Arts and Science streams with well defined outcomes which remain the guiding principles for the faculty in realizing these objectives.
6. Distance education/online education:	The IGNOU regional center has recently allotted a Women Study Center to this institution. The study center will start offering admissions to UG/PG courses very soon. The College has been conducting the examinations of IGNOU and DDE (Directorate of Distance Education) University of Kashmir for the last two years. We have also approached our affiliating university for allotting a women study center for B.Ed. and M.A. (English, Urdu and Education) to this college being the only women higher education institute in the district.

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
81	81	81	81	81

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
13	9	9	9	9

2 Students

2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
660	533	668	607	444

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
51	76	42	104	59

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
229	142	160	101	188

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
14	10	10	10	10

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
18	10	10	10	10

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 08

4.2

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

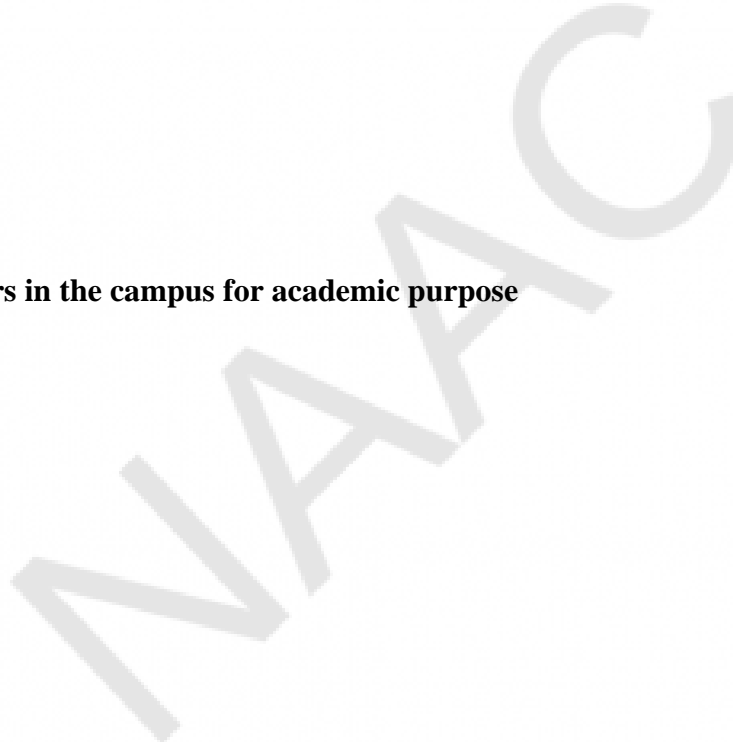| 2020-21	2019-20	2018-19	2017-18	2016-17
82.81	192.511	115.06	489.80	228.22

4.3

Number of Computers

Response: 53

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:

Government Degree College (Women) Kupwara is affiliated to the University of Kashmir and runs Bachelor's Degree programs in Arts and Science. The institution follows the university prescribed curriculum and ensures its effective implementation through a structured and well planned process including:

- The Annual Academic Calendar is prepared according to the University Calendar prior to the commencement of the academic year.A planned work schedule is framed with a consideration of due weightage for each paper and number of hours allotted as per University guidelines.
- Meetings are held at the beginning of the academic year to discuss about the course distribution for the academic session. Syllabus of each subject for the academic session is made available to the students.
- Time table is prepared prior to the commencement of the academic semester for conduct of classes by the time table committee and is displayed on notice board and uploaded on the college website.
- ICT is used along with conventional classroom teaching to make the teaching learning processes more effective and learner centric.
- Classroom teaching is supplemented with workshops, seminars, special lectures,group discussions, tutorials, student presentations, group assignments, class tests, field trips and subject tours all of which are undertaken in a planned manner.
- The Institution provides library and Internet facilities to the faculty and students for effective delivery of the curriculum. The library is updated every year with books of the changed syllabi. Moreover, the library is registered with N-List to provide access to online sources.
- The periodic tutorial / class test / MCQ examinations are conducted in order to assess the proficiency of the students. The examination results are reviewed and remedial classes are conducted for low achievers.

The college encourages faculty members to attend Orientation/Refresher Courses/Workshops and present papers in seminars conducted by different state and central universities in acquiring necessary skills for effective delivery of curriculum.

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

Response:

The institution prepares a tentative academic calendar well in advance for the next academic session which is displayed on notice board for reference of the students and staff. The academic calendar is issued

keeping in view the academic calendar issued by the affiliating university for the conduct of external examination. It carries approximate schedules and time-tables regarding admission process, teaching-learning schedule, information regarding the commencement of examination, schedules of internal exams, curricular and co-curricular activities, extra-curricular activities, major departmental and institutional events to be organized and dates of holidays. Timely completion of syllabus, revision and internal evaluation are carried out in compliance with the schedule listed in the academic calendar. The college adheres to the academic calendar for conduct of continuous internal evaluation systems as per the guidelines of Kashmir University. The performance of students is assessed continuously. The college holds regular faculty meetings to ensure that continuous assessments are executed efficiently. Along with the continuous internal evaluation, the departments conduct the class tests, assignments, seminars, group discussions, quiz programmes before the date sheet for semester exams is issued by the university. Educational tours are also organized by some of the departments. Thus throughout the session, the academic performance of the students is evaluated to upgrade them. Timetables are displayed outside each lecture room which helps in monitoring the regularity of classes.

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

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

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

Response: C. Any 2 of the above

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

1.2 Academic Flexibility

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

Response: 15.38

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

Response: 2

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

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

Response: 1

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

2020-21	2019-20	2018-19	2017-18	2016-17
1	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: 2.73

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
90	0	0	0	0

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

1.3 Curriculum Enrichment

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

Response:

The college follows curriculum designed by the University of Kashmir that contains ample material to address cross-cutting issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in a structured way. A description of such courses offered in the college is given below:

Environmental studies:

With the introduction of CBCS, Environmental Studies is now offered as a compulsory course for 1st and 2nd semesters of all UG programmes to sensitize the students about various environmental issues. It consists of 04 Credits(90 marks) and includes the following topics in its curricula:

1. Fundamentals of environment and Ecosystem

2. Nature and natural Resources

3.Renewable and Non renewable Energy resources

4. Biodiversity and conservation

5. Pollution and control

6. Natural Hazards

7. Global Environmental Issues

8. Environmental legislation

9. Environmental Ethics and Education..

Gender Sensitization as an optional Skill Enhancement course is offered in IV semester. The course addresses a wide range of gender relevant topics like concept of sex and gender, social construction of gender, gender socialization, gender role and gender inequality.

Conflict and Peace Building as a Skill Enhancement course is offered in VI semester and addresses socio-cultural conflicts which are ethnic, religious or gender based.

Besides, the college runs many courses which provide plenty space to issues related to gender, human values and ethics. The discipline specific course in Education has many units in the Vth semester syllabus that address issues like women education and empowerment, universal human values, inculcation of values in students and role of education in value enrichment. Similarly, the core course in Political Science IInd semester highlights the equality to all citizens irrespective of cast, religion, region, race, creed or any other grounds under the Indian constitution.

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: 0

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
0	0	0	0	0

File Description	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: 0

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

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: 100

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

2020-21	2019-20	2018-19	2017-18	2016-17
127	181	155	239	164

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

2020-21	2019-20	2018-19	2017-18	2016-17
127	181	155	239	164

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

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

Response: 100.19

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
51	76	42	105	59

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

2.2 Catering to Student Diversity

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

Response:

The college admits students from various socio-economic backgrounds. The college takes care of every possible measure to assess the learning levels of its students. The students are counseled, guided and oriented at the time of admission to make them aware about the course, mode of internal assessment, external examination, curricular and co-curricular activities, rules and regulations of the institution as wellas facilities available in the college. The list of courses, curricular and co-curricular activities, rules and regulations, facilities available etc are also published in the college prospectus which is provided to the students before the start of academic sessions.

At the beginning of each course teachers assess the learning levels of the students in the class, their knowledge about the course and accordingly special programs for advanced learners and slow learners are planned. Remedial and extra classes are conducted for slow learners. After the completion of syllabus, subject classes are also repeated for slow learners and late admissions.

In the CBCS system, students are required to select course subjects based on their core competence, aptitude and skills. The teachers from all departments counsel the students regarding the scope of different courses being offered as well as provide guidance in relation to the student's aptitude and competence. Opportunity is also given to the students for changing their options if they are not able to cope with the courses they selected.

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

Response: 47.14

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:

Changing times demand that the higher educational institutions need to put conscious efforts to shift from traditional teacher-centric approach to a more desirable student-centric one. Government Degree College (Women) Kupwara always strives for embedding of traditional in-class learning with modern technology.In order to exert the potentials of students to meet out their individual, institutional and professional needs, varied means of collaborative and participatory learning are adopted. In the classrooms, teachers craft instruction and apply technology in a way that best serves learning needs of the students. Every teacher attempts to make the lectures interactive, encouraging the students to frequently ask questions to ascertain that the subject matter has been understood. Class presentations, subject related assignments and class tests are the regular features of our academic programs to encourage students to become active agents in the teaching learning process. Regular participative activities viz., group

discussions, field visits, seminars, extension lectures are organized in the college and the students actively participate in these activities within and outside the college.The institution conducts study tours to develop the interest of students in their respective subjects and make student participation more practical. Mock tests are conducted to enhance problem solving skills, mental and reasoning ability of students to prepare them to face online exams, university entrance and other competitive examinations.

From the current academic year, science stream has been introduced in the college for which well-equipped laboratories in the departments of Botany, Zoology, Chemistry and Physics have been established to facilitate experimental learning. The introduction of women friendly Home Sciencewill definitely prove a step forward to engage students in learning by means other than theoretical methods. Short-duration Course on Computer Concepts (CCC), in collaboration with NIELIT Srinagar, has also been introduced from the academic year 2021 to promote experiental and participative learning.

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

Response:

The conventional methods of teaching can be made even more engaging by resorting to modern day non-conventional techniques that would in turn improve the overall quality of education. The importance of these remarkable electronic gadgets was manifested recently during the Covid-19 pandemic when the whole institution of learning throughout the world survived only through the use of information technology and the online classes.

- The institution follows novel and creative methods for educational delivery with teachers being encouraged to make more and more use of modern teaching aids and technological equipment in the classroom.
- All the classrooms and the browsing centre are connected with BSNL leaseline. The teaching faculty makes effective and efficient use of the facility in teaching learning process.
- All classrooms in the college have been transformed into ICT enabled classrooms and every classroom now has the IFPD facility along with the traditional whiteboard.
- There are 07 portable LCD projectors in the college which are used by the teaching faculty for displaying animations and power point presentations in places where IFPD is not installed.
- Like every other Higher Educational Institution, the college has ensured that the classwork faces no interruption due to the prevalent Covid -19 lockdown by resorting to on-line means viz.Google Classroom, Zoom and WiseApp. Effective delivery of online classes, teacher and student attendance is regularly monitored by the College Academic Committee.
- Since the college library has subscription to e-resources like N-LIST, the students are encouraged to benefit from e-books and other online material related to their courses.

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

Response: 51:1

2.3.3.1 **Number of mentors**

Response: 13

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: 95.56

File Description	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: 42

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
7	6	5	3	2

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: 2.07

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

Response: 29

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:

Internal assessment forms an essential part of successful teaching as it ensures calibration of instructions according to students' knowledge, skills and interests. The College adopts a decentralized, transparent and robust mechanism to assess the development of students. In addition to university prescribed methods like assignments and tutorials, more relevant methods such as open book test, surprise test, multiple choice questions, viva voice, group discussions, presentations etc. are conducted to evaluate students comprehensively. In view of the frequent and prolonged lockdowns, online platforms like Google classroom, Google forms, WhatsApp and WiseApp are also in use for conduct of internal assessments since the previous academic year.

Unit tests/tutorials are conducted periodically. Pre-semester examinations are arranged before university examinations. Date sheets and notifications of Internal assessment are circulated in classrooms, displayed on notice boards and uploaded on WhatsApp groups of the college. The assessment work is carried out by the concerned subject faculty in the institution. After the assessment, evaluation reports are prepared within the stipulated time and communicated to the students in the classroom as well as displayed on the notice board. The answer scripts are shown on the demand to the students who complain about any discrepancy in the evaluation process.If the claim of the student is found genuine, the answer script is re-evaluated. In case any unfair means are attempted, appropriate action is taken against the students and the respective parents are communicated an honest and transparent assessment of their wards.

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

Response:

The college follows decentralization of administrative powers; hence, all examination related matters are looked after by the College Examination Committee headed by the coordinator who is appointed every year after general meeting is conducted under the leadership of the Principal. The college exam committee executes its internal exams in a very meticulous manner. Generally there is a zero tolerance policy for the malpractices conducted by the students. However, for addressing complaints pertaining to any issue whether in academic or non-academic domain, including the internal exam related grievances, the college has constituted a Grievance Redressal Committee. The committee works in coordination with the Examination Committee to resolve grievances related to class/unit tests, tutorials and assignments, presentation etc. These corrective actions include re-evaluation, re-checking, providing photocopy of answer sheet to the student etc. The internal marks of the students are then displayed on the notice board to ensure transparency in evaluation.

Most of the grievances related to the examination are received after declaration of results by the University of Kashmir. The errors in their results like marks of the internal assessment, attendance sheets, error in the bio-data etc. are immediately addressed, corrected and quickly disposed for onward submission to University by the coordinator examination committee. A close and continuous communication is maintained by the Coordinator Examinations with the university authorities for speedy disposal of grievances if any.

The Covid-19 pandemic lockdown has forced us to adopt online mode of teaching and evaluation. Being a border district most of the students complain about poor internet connectivity while conduct of internal examinations. The college administration has directed all the concerned faculty members to give due consideration to such complaints and, if necessary, exams of such students are conducted in offline mode while following all the SOPs to prevent spread of Covid-19.

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 learning outcomes for different programs and courses encompass a broad spectrum of knowledge, skills, abilities and attitudes that students acquire during their graduation program. Government Degree College (Women) Kupwara offers graduation under Arts and Science streams with well-defined outcomes. The specific learning outcomes of various courses are built into the curriculum of each discipline and are available on the website of the affiliating University. These program and course outcomes are specified in the syllabi and course structure devised by the affiliating university and notified on their website. These objectives remain the guiding principles for the faculty in realizing these objectives.

The learning outcome for each program and course offered by the college is communicated to all the concerned students and teachers through the college website. At the beginning of every academic session, counseling sessions are conducted for students in order to sensitize them with the course and program outcomes they intend to opt. Hard copies of learning outcomes are kept available along with syllabus in the departments for ready reference to the teachers and students. Besides, departmental meetings are held regularly wherein thorough discussions on the expected outcomes are held with the concerned subject teachers who then explain the same to the students in their classes from time to time. The newly appointed staff is briefed about the outcomes and attainments of their courses by the senior faculty members.

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

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

Response:

Course outcomes are measured through the performance of the students in the class, internal evaluations, and semester examinations. Students are assessed continuously based on their regularity, their receptiveness, participation in class discussions, their answers to questions asked by the teacher and the overall quality of their conduct. Their performance in the internal examinations provides the initial indication of their learning outcome based on which they are helped to improve in final exams. Every teacher observes the development of the students, provides counseling if required, calculates the attendance and communicates with the parents periodically, if needed, to discuss the growth of the students. The subjects in which the student seems to lag behind are taken for remedial classes. Students from socially or economically deprived class are given scholarships as per the government and institutional policies to enable them to progress through knowledge. Furthermore, the institution evaluates the attainment of various program and course outcomes through student participation in different academic activities like seminars, debates and quiz competitions conducted by different departments turn-wise. Some teachers provide free tuitions to 6th semester students after their final exams to enable them qualify university entrance examination for various PG courses. This has resulted in a good number of students from our college getting admissions in different universities.

2.6.3 Average pass percentage of Students during last five years

Response: 47.7

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
109	52	52	51	134

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
229	142	160	101	188

File Description	Document
Institutional data in prescribed format	[View Document]

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.43

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 programes**

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

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: 12

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
7	0	3	1	1

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: 0.37

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

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

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: 0.37

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
1	2	0	1	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:

Engaging students in community-based extension activities is one of the major priorities of the college. Although the college had not any registered NSS unit till Nov. 2021, yet the institution has conducted a number of such activities in the neighboring communities to sensitize the students as well as the society about social issues. The students are provided with an opportunity to participate in community awareness and development to make them understand their responsibilities of paying back to the society. The college, in collaboration in GDC (Boys) Kupwara has adopted two tribal villages namely *Vogabal* and *Kashira* where awareness programs and other kinds of social activities were carried out. The student volunteers from the college also registered an active participation in the cleaning drive of a Kehmil Nallah which is a very important water source for Kupwara town and adjoining areas. A wide range of activities including social awareness about health and hygiene, provision of sanitary kits, cleanliness campaign and anti-polythene drive were conducted in the vicinity of the college. In order to create sensitivity and awareness about environmental issues, threats and challenges, the college every year celebrates World Environment Day on 5th June under different themes wherein multiple activities like quiz and poster competitions and rallies are conducted. Plantation program are organized regularly with participation of NGOs, students and the faculty. Gender sensitization program have also been organized by the institute in which awareness has been spread about women empowerment, gender equality and importance of women education. Recently on 24 November 2021, one self-financed unit of NSS has been sanctioned to the college by the Regional Directorate of NSS, New Dehli. The college NSS unit conducted its maiden activity by organizing an Aids Awareness Rally on 1 December, 2021 on the occasion of World Aids Day.

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

Response: 0

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
0	0	0	0	0

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: 14

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
5	1	2	4	2

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

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

Response: 23.97

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
220	20	155	218	105

File Description	Document
Report of the event	[View Document](#)
Institutional data in prescribed format	[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: 1

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
1	0	0	0	0

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

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

Response: 3

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
3	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](#)

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 was established in the year 2011 and started its first academic session in 2012 with an enrolment of 148 students at a makeshift facility provided by Govt Middle School Sulkoot, Kupwara. Since then, the college has made a steady progress in terms of infrastructure development, student enrolment and the conduct of teaching learning process. In view of the fact that the makeshift facility could no longer accommodate the growing number of students, the college shifted to the new, albiet under construction, campus building in 2020. The new College campus, spread over an area of 79 Kanals and 04 Marlas (9.89 acres) of land in village Sulkoot on Kupwara - Halmatpora road, 1.25 KMs away from the main town, is located in a picturesque spot surrounded by dense pine forests along North, West and Eastern side that creates an ideal environment for teaching learning. The college has always tried to improve and upgrade in terms of infrastructure, classroom, library, sports, extra-curricular activities etc. The college has always sought betterment in every aspect to provide best facilities to its students. The college infrastructural facilities consists of:

1. A three storey fully ramped academic block of the college which comprises of the following Sections:

Ground Floor:

- 4 Lecture rooms with IFPD boards
- 2 Washrooms
- 1 Storeroom

1st Floor:

- 4 Lecture rooms with IFPD boards
- 1 Browsing centre/Computer lab with 30 computers
- 1 Staff room with washroom attached
- 1 Office room with washroom attached

2nd Floor:

- Botany and Zoolgy Lab with lab equipment and two cabins
- Chemistry Lab with lab equipments, chemical store, dark room and a cabin
- Home Science and Food Technology Lab with equipments and 02 cabins
- Library (temporarily housed in Physics Lab): Automated with SOUL 2.0 with a collection of more than 8000 books and N-Listed.
- Principal Office
- Admissions/Examinations Office
- 2 Separate Washrooms

1. An under-construction 3- storey Library-cum-Administrative block.
2. A Canteen/Cafeteria Block
3. Two separate Toilet Blocks for males and females.
4. An under-construction UGC funded (PMDP) Girls' hostel to facilitate students coming from remote and far flung areas.
5. A 47 seated college bus procured through State Motor Garages out of MPLAD funds..
6. A total of 49 desktop computer systems and 07 laptops; Wi-Fi and Xerox facility for students.
7. A 6KVA online UPS, six 3KVA online UPS, a 30KVA diesel Generator, a 3KVA petrol generator, a 2KVA kerosene generator, 06 overhead projectors, 6 printers and a Biometric attendance machine and an electric motored floor scrubber.

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:

Since the college has recently shifted to the new under-construction campus which, although, presents a vast land area for development of playground, is still unfenced and filling and levelling of the college ground is yet to be done. As such the students are not able to express their talent in games and sports to their full capacity. However, the college is very keen on providing the students with all kinds of goods and support for playing and participating in games like cricket, Kho- Kho, volleyball, badminton, chess, carom board, table tennis, roping and other kinds of indoor and outdoor games. The college has also Olympic sports infrastructure like throw ball, short put, discus etc. The college has well developed Physical Education Department headed by a qualified Physical Training Instructor or Convener Sports Committee. Besides, the college has procured basic gym items including dumbbells, weights, iron rods, benches, treadmills for augmentation of sports centre.

The Department of Higher Education, J & K has recently accorded sanction to the introduction of Fine Arts, Music and Languages as a subject in the college. This is likely to prove a great help in the promotion of cultural activities in the institution and nurture the hidden talent of students. Although, the college doesnot have a seminar hall/auditorium for conduct of different programmes including cultural activities, yet the college attempts to register the students for their participation in activities like naat competitions, debates, seminars, yoga programmes etc. For conduct such activities, the college has designated a specific lecture hall as lecture cum seminar hall.

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

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

Response: 88.95

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
71.14	162.71	98.25	484.70	205.38

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:

Since the Library-cum-Administrative block is still under construction, the college library is currently housed in one of the halls present in the academic block. The library has a collection 8081 (Eight thousand and eighty one) accessions at the moment to enrich the knowledge of both staff and students. The collection pertains to all the different programmes and courses offered in the college. The college library is automated with SOUL 2.0 procured from INFLIBNET . All the books have been barcoded and the procurement of RFID for the library is under process.There are separate computers for users to search books on the software. The college library is N-listed to provide the staff and students access to more than 6000 e-journals and nearly 2 lakh e-books. The library is enough spacious to accommodate surfing centre and provide for the reading room facilities. The entry register is maintained on daily basis and anyone who visits the library has to make an entry into it before availing the services of the library. Since the RFID of the college library is still under process, college I-Cards are used for issuing books to the students.

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

4.2.2 The institution has subscription for the following e-resources

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

Response: C. Any 2 of the above

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

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

Response: 7.73

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
5.64	12.98	12.74	1.75	5.56

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

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

Response: 0.89

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

Response: 6

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 campus boasts of IT facilities which make the teaching learning process more effective and interesting. The computer lab cum browsing centre has 30 computers systems with updated software. The lab is provided with a 6KVA online UPS to ensure a smooth and uninterrupted power supply to the lab. Besides, procurement of a 12.5KVA solar panelled power backup is under process.The browsing centre is connected with BSNL lease-line to provide for internet facility for the students.

The campus is Wi Fi enabled with BSNL network at a band width of 8 mbps. The teachers can directly avail Wi-Fi in the classrooms during lecture delivery and while carrying out different academic and research activities. Each classroom is provided with an IFPD to allow for running presentations and multimedia content with complete freedom thus encouraging active learning of students. Guidance and encouragement is given to students to use IT facility in the positive way to boast their learning. Furthermore, there are 06 overhead projectors available to make the teaching process effective. Power point presentations, videos, graphics are used for special sessions to make concepts clear. Xerox facility is also available.

The college is under CCTV surveillance to ensure transparency and safety of everyone within the campus. CCTV cameras are strategically located in the classrooms and corridors of the college and the whole campus is regularly monitored from Principal's chamber.

File Description	Document
Upload any additional information	View Document

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

Response: 18:1

4.3.3 Bandwidth of internet connection in the Institution

Response: D. 05 MBPS – 10 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: 3.87

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
2.04	14.68	2.96	1.17	14.73

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 follows different systems and procedures for the effective functioning of the institution. Policies and procedures of the institution are duly monitored. Some of the policies and procedures are listed below.

Academic: The institution frames and implements different policies right from the admission till the students leave the college. Policies related to admission duly adhere to the norms prescribed by the Kashmir University with regard to the selection. The students apply at college, they are counselled with regard to different subjects;applications are scrutinized and admission process is completed according to norms of Kashmir university.After the completion of admission process the whole process is uploaded to the university portal.

Infrastructure:The campus has a varied kind of facilities to offer and all these facilities are available to everyone. As regard with sports facilities, students have toforward written requests to sports convenor to avail the facilities. But students can avail these facilities only in their free time or after the class time.

The Library: The library boasts of automation, in addition of being N-listed. The entry register is duly maintained for both staff and students. To avail the library facilities ,anyone who enters the library must keer his/her belongings outside on the designated rack and make entry in the entry register .As the academic year begins , each students is issued a library card once their details are collected .As per protocols , new books are issued only after the previously borrowed books are returned .NOC are given to students at the end only after students return the books .Same procedures are followed for faculty. Both staff and students have to get an NOC from the librarian once they leave the institution .

The lab facilities: All science students are allowed to avail lab facilities for academic purposes. The institution has a well-equipped science and computer labs which remain under proper surveillance all the time to keep an eye on student activity. Students show keen interest in different experiments and programmes as they see the opportunities that this subject / discipline offers them.

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: 16.29

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
77	149	123	142	0

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: 5.08

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
11	32	1	7	73

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]()
Any additional information	[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: 31.38

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
493	148	181	166	0

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

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

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

Response: A. All of the above

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

5.2 Student Progression

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

Response: 0.62

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
2	0	2	1	0

File Description	Document
Upload any additional information	
Institutional data in prescribed format	

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

Response: 20.96

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

Response: 48

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

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: 20

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	1	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	1	0	0

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

5.3 Student Participation and Activities

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

Response: 0

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

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

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 runs science and arts streams. Class representatives are chosen from both the streams for all the semesters. These representatives act as a link between students and the college administration. The feedback from these representatives is sought regularly on important issues like evaluating the performance of the teachers, creating a cordial and academic-friendly environment, maintaining discipline in the campus etc. Student representatives are taken into consideration while planning and organizing different curricular and co-curricular activities in the college. Furthermore, student representatives are asked to evaluate the performance of the college administration vis-à-vis solving different issues. At times, the student representatives are consulted in matters like framing of time-tables for different semesters as many of our students come from far-flung areas. Grievances, if any, are put forward by the student representatives to the Principal, and these grievances are then redressed by the Convener Grievance Cell in an amicable way. Thus, the college, at present may not have an active student council, however, the students of the college play an important role vis-a-vis academic and administrative aspects of the college.

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: 1.6

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	01	03	03	1

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

5.4 Alumni Engagement

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

Response:

The college being in its early stages does not have a registered alumni association. However, a vibrant unregistered alumni under the name UDAAN exists with a membership of more than 50 as on date. The institution has maintained a healthy rapport with its alumni. The college maintains a record of its alumni, i.e., their progression to higher education, their placement in private and government sectors. The college has an active alumni Whatsapp group through which the college administration and alumni interact with each other. The college looks forward to register its alumni association in the near future. The registration formalities shall be done in due course of time. Once the alumni association of the institution is registered, the institution hopes to get a hefty contribution from the alumni who have either got profitable jobs or who have established themselves in successful business enterprises. The contribution from the alumni will be then utilized for the further development of the institution.

File Description	Document
Upload any additional information	View Document

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

Response: E. <1 Lakhs

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

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

Response:

 Govt. Degree College (Women) Kupwara, was established in 2011 in the frontier district Kupwara, with an aim to increase the female enrolment in higher education. Since then we have formulated a vision for this college growing into an institution of excellence and have set ourselves an arduous but achievable task: to provide quality education, to foster scientific temperament, to create women leaders of tomorrow, and more than anything we set out to eliminate the gender disparity by empowering our students to stand against the conservative patriarchal mind set. The college has adopted a zero tolerance policy towards corruption, ragging and sexual harrassment to enhance transparency and to improve academic transaction.

Vision:

To be an institution of excellence with world class academic ambience, that contributes significantly towards establishing an inclusive society based on shared values and ideals, that provides a vibrant platform for multidisciplinary knowledge and skills and that acts as a catalyst for critical and reflective thinking for greater empowerment of its stakeholders.

Mission:

- *To foster quality education particularly in new and emerging disciplines leading to knowledge production and knowledge economy by constantly improving/upgrading teaching-leading processes through technology use and integration, and by equipping learners with skills comparable to national and global standards.*
- *To inspire learners with nurturing of bigger and genuine dreams in different fields and to inculcate them with the spirit of hard work and determination blended with moral and ethical values for carving out a dignified niche in the society.*
- *To instil within students the spark of commitment and devotion to serve relentlessly the people of this remote area and world at large.*
- *To promote co-curricular activities aimed at all round personality development of students.*

File Description	Document
Upload any additional information	View Document

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

Response:

The college practises democracy when it comes to governance of the institution. In all the important decisions of the college we ensure the involvement of student representatives, faculty members, non-teaching staff and prominent civil society members, who advise the head of the institution in various matters related to academics, development, infrastructure augmentation, administrative matters etc. The college constitutes various committees for the decentralisation of power at the beginning of academic session, and these committees are headed by dedicated faculty members whose sole aim is to work tirelessly for the benefit of student community. These committees follow the rules and guidelines laid down by the Higher Education Department J&K, UGC and University of Kashmir - the affiliated university.

Some important committees that ensure the smooth functioning of academic and administrative concerns of the college are listed below:

1. IQAC
2. College Advisory Committee
3. College Development Committee
4. College Purchase Committee
5. Admission Committee
6. Examination Committee
7. Grievance Redressal/Internal Complaint Cell
8. RUSAcommittee
9. Debates and Seminars committee
10. Scholarship/Financial Aid Committee
11. Classwork Monitoring Committee
12. Discipline/Anti-Ragging Committee
13. Sexual Harassment Cell

The idea is to involve all the stakeholders in the decision making policy on the issues that concern the college. The principal relegates some of his powers to his faculty members through these committees, and the faculty members in turn invite suggestions, advices, and recommendations from students, alumni and concerned civil society members for the greater good of the institution.

File Description	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 holds a meeting of all the stakeholders at the start of each academic session to chart out the strategic/perspective plan regarding academic, infrastructural and administrative projects. The

projects/plans are submitted to J and K Higher Education Department for approval. Further the funds received from UGC& RUSA are also utilized towards the implementation of development plans.

1. Construction of Academic Block has been completed.
2. Construction of Canteen Block and Toilet Blocks has been completed out of RUSA 1.0 funds.
3. Construction of PMDP hostel in progress out of UGC funds.
4. Laboratories have been upgraded with high end equipment and chemicals.
5. Interactive Flat Panel Display Boards have been installed in all the classrooms in an effort to transform the traditional classrooms into smart classrooms.
6. Disabled-friendly infrastructure has been taken care of.
7. Automation of library has been completed, and RFID of library is in progress out of RUSA funds.
8. Equality in all respects is being promoted.
9. New programmes and courses have been started at BG level.
10. Teachers have been encouraged to participate in Faculty Development Programmes, Orientation Courses and Refresher Courses.
11. Browsing centre has been established at the college with a seating capacity of 30 students.

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 College is a government institution and affiliated to the University of Kashmir and hence it is governed by the rules and regulations laid out by the Higher Education Department, Jammu and Kashmir. Commissioner/Secretary to the Higher Education Department, as the Administrative head of the Department, formulates policies, facilitates the govt. funding for the institutions, and guides the institutional heads regarding important matters of the college. The Director Colleges, Higher Education Department acts as a bridge between the Administrative Department and the colleges. Within the college, the Principal implements the policies of the Govt. in the institution. The Principal constitutes different committees to transfer and distribute the power among the faculty members. The role of the Principal is not merely supervisory; rather he guides all the stakeholders of the institution directly or indirectly. All the plans, recommendations, advisories, complaints, suggestions reach his table for the approval or resolution as the case might be. However, the rules and guidelines with regard to admission, curriculum and examination are formulated and governed by the affiliating university.

Service Rules, Procedures, and Recruitment: The services rules for gazetted and non-gazetted staff are contained in a Handbook of Civil Services Regulations (CSR) issued in multiple volumes along with other timely circulars and amendments by the General Administrative Department, J & K Government. Jammu & Kashmir Public Service Commission recruits the gazetted staff as per rules framed out by UGC and

Ministry of Higher Education, Govt. of India. Jammu and Kashmir Service Selection Board is responsible for the recruitment of non-gazetted staff. The class IV employees are recruited and promoted by Higher Education Department, J&K.

Promotional Policy: The Departmental Promotional Committee for Higher Education Department, J&K recommends the gazetted faculty for promotion based on their performance in the Annual Performance Reports submitted by the official.

Grievance Redressal Mechanism: There is a robust mechanism in place to address grievances, complaints, harassment cases of students and faculty members. Every time a complaint is received, either from staff or students, the Grievance Redressal Cell convenes a meeting and resolves the issue at hand swiftly.

File Description	Document
Upload any additional information	View 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:

Welfare measures for teaching and non-teaching staff in the college are as under:

1. GPF Scheme for employees appointed prior to 2010
2. NPS Scheme for employees appointed after 2010

3. Medical leave
4. Maternity and Childcare Leave
5. Mediclaim
6. Ayushman Bharat Scheme
7. Loan Facility
8. State Life Insurance
9. Employment to a dependant under SRO 43 in case of death of an employee
10. Deputing faculty members to attend Faculty Development Programs/Faculty Improvement Programs
11. Deputation of non-teaching staff to attend workshops, and training programs in different fields to equip them with up-to-date knowledge.
12. Financial Assistance to needy students and Local Fund Employees in case of dire financial emergencies is provided from College Relief Fund.

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: 0

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

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

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

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

Response: 23.43

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
8	2	2	0	2

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	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:

The College follows PBAS-Performance Based Appraisal System laid down by the UGC. In this scheme, the performance is classified into three categories (i) Teaching, Learning& Evaluation (ii) Co-Curricular, Extension & Professional Development (iii) Research Publications & Academic Contributions. These are called Academic Performance Indicators (API). The CAS-Career Advancement Scheme of the entire college faculty in the UT of Jammu & Kashmir is governed by the API. At the end of each year Annual Performance Reports are submitted by the faculty members to the Principal, who after consultation with IQAC Co-ordinator, recommends these APRs to the Administrative Department for placement into next higher grade. The recommendation is the basic requirement to be placed into next grade in CAS by the administrative department. The latter constitutes UT level screening committee for the final approval and an administrative order is issued in this regard.

The performance and conduct of Temporary Teachers/Guest Faculty is monitored by Classwork Monitoring Committee and feedback is sought from the students regularly.

The performance of the non-teaching employees is appraised on different parameters viz. work and conduct, expertise and punctuality. The APRs are forwarded to the Administrative Departments for

promotion.

For the Local Fund Employees their performance and skillset is taken into consideration, and on that basis they are put into Highly Skilled, Skilled and Unskilled categories. 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 and skill as per Govt. guidelines.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

Like other departments, the financial audit of college is also conducted by special audit parties deputed by the office of Accountant General, Jammu and Kashmir. The College was recently audited in 2020 by Audit Wing of Accountant General, Jammu and Kashmir, and the para-wise reply to the queries raised was submitted to the Accountant General's office. Further, quarterly financial reconciliation statements are submitted to the office of Accountant General, J&K on a regular basis. Financial audit of college accounts was conducted recently by a Chartered Accountant reflecting the allocation and expenditure of funds over the last five years.The grants received from RUSA and UGC shall be audited at the end of the grant period.

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

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

Response: 0

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

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

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

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

Response:

The primary source of regular funds for the institution is Higher Education department, Jammu and Kashmir. The College receives funds from the parent department under different heads for utilization during each financial year. Further the college has received funds from UGC (towards the construction of Girls common Hostel) and RUSA for *"Infrastructure grants to colleges"*. The college has a proper procedure in place to ensure the optimal utilization of funds following all the guidelines laid down by Finance Department, J&K. The college has multiple committees (College Development Committee, College Advisory Committee, RUSA committee, College Purchase Committee, UGC Committee, and IQAC) whose recommendations/advices/suggestions are sought by the head of the institution prior to the utilization of resources. The College generates Local Funds from student admission fee and the same is spent as per rules on maintenance/up-gradation/procurement and welfare of students. The Accounts Section maintains the record of income and expenditure of the college accounts.

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 college IQAC has ensured over the years that all the staff members (teaching and non-teaching) put in their genuine efforts for the growth and positive development of the college. The IQAC recommends different practices/initiatives that we believe shall help the college to emerge as an institution of excellence. Following are some of the examples:

1. The college has completed automation of library using SOUL 2.0 and the procurement of RFID for the library is under process. Digitalization of library is going to increase the number of students accessing the library resources and shall make the library resources student and staff friendly.
2. The institution inculcates discipline among the students, and hence a committee has been constituted with the aim to shepherd students. Any event of indiscipline is followed by a counselling session with the students by the discipline committee to emphasize upon erring students the consequences of their choices.
3. There is a committee that monitors the classwork in the college, to ensure that the lackadaisical approach, either of students or of teachers is taken care of.

All the conventional classrooms have been converted into ICT enabled classrooms.

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

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives   )

Response:

IQAC has envisioned and then ensured, since its inception, that the college shall witness a gradual positive improvement with each passing year, thence brining the institution closer to its Vision. Over the years the college has:

1. Organized programmes/seminars/workshops for the benefit of students and teachers alike.
2. Transformed the traditional classrooms into ICT enabled classrooms.
3. Allowed faculty members to participate in Faculty Development Programmes like Orientation Courses, Refresher Courses, Faculty Induction Programmes and other such training programmes and workshops to help them upgrade their knowledge.
4. Sought feedback from students regarding Teaching/Learning process and curriculum.
5. Completed automation of library with RFID in progress.

6.5.3 Quality assurance initiatives of the institution include:

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

Response: C. 2 of the above

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

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

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

Response:

Situated in a highly conservative rural environment and being the sole women college in this border district, the institution is well aware of its added responsibility towards the issue of gender equity. The college champions the cause of gender equity and sensitizes the staff and students to gender-based challenges and concerns. The curriculum practiced in the institution has a thrust on promoting value based education, women empowerment, gender sensitization, social aspects of gender, etc. The prescribed curricula in several courses under Arts program provide important platform for students to engage in discussions regarding gender disparities and factors causing gender inequities in our society. The college offers *Gender Sensitization* as a skill development course for BA students in 4th semester that deal with issues pertaining to the relationship between men and women, struggles with discrimination, sexual harassment, new forums for justice etc.

In addition to the curricular engagements, several co-curricular and extracurricular programs highlight the centrality of addressing gender concerns and the need to transform the patriarchal society to a gender-equal society. The college Sexual Harassment/Gender Sensitization Cell chalks out an action plan for gender sensitization that provides a framework for organizing different programs and activities towards gender equity and sensitization. Seminars, debates, group discussions and awareness campaigns are organized on regular basis to create awareness and sensitivity in the society that women deserve a future with equal rights and opportunities free from all kinds of violence, stigmas and stereotypes.

The institution has a Grievance Redressal/Internal Compliants Cell to look after the issues pertaining to women in particular and deals with the cases (if any) very confidentially with its team of the functional head of the cell and other faculty members. The college Medical Aid Committee, headed by a female faculty member, attempts to provide emergency medical support to students experiencing any kind of health issues. The Psychological-cum-Career-Counseling-Cell attends to psychological challenges faced by students, thereby assisting them in their well-being.

The college has a separate well maintained Girls Washroom Block to ensure privacy of the female folk. As the college campus is still unfenced, and the buildings under construction, CCTV cameras have not been installed in the college campus. However, the acdemic block of the college has recently been brought under CCTV surveillance with cameras strategically placed in the corridors/ramps, classrooms and labs to keep vigil on students' activities and to ensure safety and security of the learners.

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

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

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

Response: D. 1 of the above

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

The college aspires to nurture a consciousness towards environment and for this purpose top priority is given to keep the campus clean and ecofriendly. The following measures have been adopted by the college for waste management:

Solid Waste Management

 The college has recently shifted to the new campus and right from the start has targeted to check the use of polythene and other plastics in the campus. The college discipline committee is very particular about ensuring that there shall be no or minimal use of plastic in the institution. Different colored dustbins are installed for segregation of solid waste in the college campus. While green colored bins are installed for

collection of wet and biodegradable wastes including paper, blue colored bins are specifically meant for plastic bottles and packaging materials. The college has recently signed an MoU with the Kupwara Muncipal Council for taking care of the solid wastes generated from the college.The muncipality garbage trucks visit the college on weekly basis for collection and proper disposal of solid wastes.

Sanitary Napkin Incinerators have been installed in the ladies washroom block for proper disposal and treatment of the used waste pads for purpose of maintaining hygienic environment.

Liquid Waste Management- The liquid wastes are well taken care of in the college. All waste water lines from bathrooms and toilet blocks etc. are connected to the septic tank which finally gets discharged into underground sewage system of the institution. The newly constructed canteen block has a separate underground system of waste disposal.

E-Waste Management: Being a Government College, E-waste cannot be disposed-off without the permission of the Government. Therefore, the college stores the E-waste materials like out of function computers, non-functioning digital apparatus like Mother Board, Hard Drive and other office E-wastes separately to plan an auction in future.

File Description	Document
Geotagged photographs of the facilities	[View Document](#)
Relevant documents like agreements/MoUs with Government and other approved agencies	[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: E. None of the above

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	<u>View Document</u>
Any other relevant documents	<u>View Document</u>

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	<u>View Document</u>

7.1.7 The Institution has disabled-friendly, barrier free environment

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

Response: C. 2 of the above

File Description	Document
Policy documents and information brochures on the support to be provided	<u>View Document</u>
Geotagged photographs / videos of the facilities	<u>View Document</u>

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:

Being the only women college in this border district, the students from far flung backward areas seek admission in the college alongside those from the main town Kupwara. The college is very particular in

providing admission to students from such backward areas and strictly follows the reservation policies laid out by the Government for admissions of students. Students from low socio-economic spectrum are granted fee concessions in every academic session. The college also promotes several financial assistance/scholarships provided by the Government to facilitate access to financial assistance among students. Since most of the students from backward and low-socio-economic sections are not very comfortable with English language, the teachers often adopt multi-lingual mode of teaching, wherever required, to assist students with linguistic challenges. This helps students enhance their academic performance.

The college is playing an effective role of a catalyst in the area to maintain peace and national integration. Gandhian values of peace, harmony and tolerance are inculcated among the students through *Conflict and Peace Building* which is offered as a skill enhancement course in 6th Semester under Arts program. Given the fact that the valley has witnessed mass protests and agitations many times during the last decade, the college has a distinction of never being a part of such agitations and remained peaceful even under extremely volatile circumstances.

The college sensitizes the students regarding the benefits of unity in diversity for the progress and prosperity of the country. The college offers *Society in India* as a core paper in Social Science stream in the 3rd Semester for addressing different aspects of cultural, regional and religious diversity in India as well as in Jammu and Kashmir. A good number of students in the college come from areas where loose fit outer garment is still an integral part of their culture, as such the college has endorsed flexibility in its dress code to allow for cultural diversity in the campus.

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

Response:

The college is well aware of its role and responsibility towards creating a value based society and sensitizing the students and employees of the institution to the constitutional obligations, rights, duties and responsibilities of citizens. The preamble of the constitution is displayed in the college campus to aware students about the fundamental political principles, rights and duties and also to generate a strong attachment of the students, employees and the citizens towards the values of Indian Constitution. During Panchayat elections, Gazetted staff (faculty) of the college were appointed as Returning Officers, where as non-teaching staff served as Polling Officers. Again, members of the teaching faculty were deputed as visiting officers by District Election Officer/District Magisterate for 'Back to Village' Programs. For the promotion of global health, harmony and peace June 21st is observed as '*International Yoga Day*' where in a good number of students mark their participation. The *''Independence Day'* is celebrated on August 15 by hoisting the tri-color at our college premises by the Principal. Observance of this day makes us aware of our duties towards our nation and helps promote patriotism and national unity. As a mark of appreciation to their mentors, the students of this institution celebrate *Teachers' Day* on 5th October. To promote national unity and integration, the college celebrates Rashtriya Ekta Divas on 31 October. In keeping with the values and ethics of Community Service, the institution routinely conducts Swachh Bharat Abhiyaan programmes and Plantation drives. To promote a sustainable environment, environmentally safe practices such as plastic ban, cleanliness and anti-pollution campaigns are implemented regularly. World Environment Day is celebrated at the college with great enthusiasm by organizing different kinds of

activities. To protect human lives and property during disasters, the institution awares the students of basic necessary safeguards that need to be taken care of during different kinds of catastrophes that Kashmir valley is prone to. In this regard, the college conducted a special program in collaboration with Fire Service Department Kupwara in 2018 where in addition to an awareness speech by District Fire Service and Emergency Officer Mr. Fayaz Ahmad, mock drills on fire-fighting were conducted. On 26th November, 2021, the EBSB Club of the college observed the Constitution day by reading the preamble and pledging to uphold the spirit of constitution in all walks of life.

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

7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.

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

Response: C. 2 of the above

File Description	Document
Code of ethics policy document	<u>View Document</u>

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

Response:

The College celebrates national and international commemorative days, events and festivals with excitement and enthusiasm in a variety of ways. Teachings of great personalities of national and international repute are indoctrinated among the students through the celebration of different days. Although the college does not have its own auditorium or seminar hall, yet different kinds of activities are organized in the institution to mark days and events of scientific, cultural, historical and national importance every year. Following are some of the important events the college has celebrated:

1. World Wildlife Day - 03 March

2. International Day of Forests- 24 March

3. International Day for Biological Diversity - 22 May

4. World Environment Day - 05 June

5. National Yoga Day – 21 June

6. Independence Day - 15 August

7. World Ozone Day - 16 September

8. Rashtriya Ekta Divas - 31 October

9. Iqbal Day - 9 November

10. National Education Day - 11 November

11. Constitution Day - 26 November

11. World Aids Day - 01 December

File Description	Document
Geotagged photographs of some of the events	[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: Free Tuitions and Library support facility for outgoing students seeking admissions in different Universities.

Objectives:

1. Creating interest among students for higher studies.

2. Helping students from low socio-economic spectrum to not let their poverty become a hurdle in pursuing their dreams.

3. Promoting a culture among students for lifelong learning

The Context

Career guidance is the most vital aspect of college education in the present day steadily evolving dynamism. Although the students in our institution would show a lot of promise and potential, yet most of them were forced to discontinue their studies after graduation on account of lack of resources and proper

guidance to crack the entrance examinations for University of Kashmir and other State and Central Universities. In this backdrop, some faculty members of the college volunteered to provide their services to guide the outgoing students for free so as to improve the enrollment percentage of students to different universities from this institution .

The Practice

The college has a distinction of promoting a very friendly and cordial teacher-student relationship wherein the students freely express themselves in front of their teachers without any kind of fear or shame. The practice actually started in 2018 when a few students of batch 2015, after their final exams, approached the faculty for guidance to prepare for the university entrance examination. The Department of Education deserves a salute for taking the lead in initiating the practice and soon other departments followed suit. Since the practice started showing results very soon, it has been continued since then and every year desirous candidates, irrespective of their economic condition, are provided free coaching after the 6th semester exams by faculty members of different departments. The students mostly show interest to seek guidance in the subjects of Education, Sociology and Islamic Studies and the faculty of all these departments has been extremely cooperative with the desirous students in providing free tuitions and guidance.

Since 2020 onwards, the college initiated another important support system for outgoing students by allowing them to avail library and browsing facilities after their final year exams to help them to qualify various university entrances and competitive exams. The students after receiving recommendations from the concerned college faculty members are allowed to avail the library resources for entrance examination purposes.

Evidence of Success:

 Promising results have been obtained out of the practice as a good number of students now secure their admissions in University of Kashmir, Central University, Kashmir and other Central and State Universities.

Problems encountered and resources required:

Early marriage is a common practice in this border area and most of the students get married soon after their graduation. So they prefer to continue their studies in distance mode mostly through IGNOU and MANUU. Winters in this part of the world are very harsh and it becomes very difficult to reach the college. The faculty in general has to travel very long distances to reach the institution and during snowfall amid sub-zero temperatures, the continuation of the practice becomes really hard. Moreover, the volatile political situation in the valley and the covid-19 lockdown have also cast an effect on this practice of the college in last two years.

The practice is expected to become more effective once the construction of the college hostel gets completed. The contractual staff, that has shown a lot of dedication while volunteering their services, need to be provided with some kind of incentives and appreciation for further success in this regard.

2. **Title: Inviting students' attention towards Women Entrepreneurship**

Objectives:

1. Drawing students' attention to employment opportunities other than Govt. jobs.

2. Help the women folk of this socio-economically backward area to achieve economic independence.

Context:

Getting a Govt. job is becoming more and more difficult with every passing day and it adds to the responsibility of the institution to guide the students to alternative means of earning a respectable livelihood. Being the only women college in this socio- economically and educationally backward border district, our role in showing the way forward to our students becomes more important as ensuring economic independence of women is the only way forward to their empowerment and prosperity.

Practice:

With the routine curricular and extra-curricular activity calendar getting affected by the Covid-19 pandemic lockdown, the Psychological cum Career counselling and Placement cell of the college was activated to make up for the loss. In its first three- monthly proposed activity calendar, different psychological, academic, health and other issues were addressed. However, the one that caught maximum attention of the students and received very positive feedback was the online webinar on *'Employment Scenario in J and K'* conducted on 06-02-2021 in collaboration with District Employment Office Kupwara wherein the worthy speaker drew the attention of the participants to the ever increasing number of highly educated unemployed youth on account of shrinking placement opportunities in Govt. sector and prompted them to look for alternative self employment schemes. Upon the insistence of students, the next programme was an interactive session conducted in offline mode in the college campus on the topic *Women Entrepreneurship in Rural Areas* on 17-02-2021 with due regard to the safety protocol to prevent spread of covid-19. The invited expert, Dr Hilal Ahmad Mir, Assistant Professor Economics, GDC (Boys) Kupwara inspired the students by sharing different success stories, in the neighborhood, of women entrepreneurs who started from very little but earned fame in a very short time. The college has since organized a number of programs in this regard, the notable one being conducted in collaboration with Centre for Women Entrepreneurship Srinagar, in which the Incharge Head of the Centre, Dr Naila Khanday apprised the participants about the different schemes and opportunities for aspiring women entrepreneurs of the Kashmir and how the centre can be a help to them in this regard.

Evidence of Success:

The participation of a huge number of students in these events and the insistence of students to conduct more such programmes is in itself an evidence of success. It is hoped that many of these participants can prove to be successful entrepreneurs in future and thus contributing to economic independence and empowerment of women in the area.

Problems encountered and resources required:

The scope of entrepreneurship opportunities for women need to be widened from traditional cutting, tailoring, fashion designing and handicrafts to encompass novel fields like digital marketing so as to make it more appealing for educated women. Success stories of this kind can prove to be a great help to female students in making up their mind to take such bold steps for themselves and the society.

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:

Located on Kupwara-Hayhama road and falling some 1.25 km from the main town Kupwara, **Govt. Degree College (Women) Kupwara** is one of the recently established colleges and the only women college in this district. The first academic session of the college started in 2012 in a small part of a building provided by Government Middle School, Sulkoot Kupwara. The college was shifted to the present location in 2020 and since then it has been operating in the Academic Block, while Administrative-cum-library Block and the college hostel are still under construction. Being the only women college in this frontier district, the college attracts girl students from far flung areas most of whom hail from rural, socially and economically lean strata of society. We have a firm faith that educating and empowering a girl student can prove highly instrumental in transforming the whole scenario of the society.

With the infrastructure still at the developmental stage and with limited available resources and facilities, the college is striving really hard to translate its mission of inspiring the learners to achieve bigger and genuine dreams in different fields and instill a spark of commitment and devotion among them to serve the society. The college attempts to shape the students into better citizens enriched with self-confidence, perseverance, patriotism, and humanity. Since its establishment the college has been offering graduation in Arts program with 09 subjects under different combinations. However, from March 2021, the college has introduced B.Sc program as well with core science subjects of; Botany, Chemistry, Physics and Zoology. This college is pioneer in being the sole institute in the district offering women friendly Home Science as a course for both BA and B.Sc Programs. A good number of students have cracked the entrance examinations at University of Kashmir and Central University Kashmir over the last five years while a significant number of students pursue their higher studies from other state and central universities in distance mode.

The college has made a lot of progress towards quality education. All our classrooms are now provided with ICT enabled IFPDs while portable LCD projectors are often used for presentations in labs. The college has established a state of the art computer lab cum web browsing center to facilitate students who are not able to access computers and internet at home. The college library is subscribed to N-LIST and the students are encouraged to benefit from the vast resource of e-books, e-journals and other kinds of digital learning materials. The library is automated with SOUL 2.0 and procurement of Library Management System (RFID) is in progression. With the Covid-19 Pandemic lockdown in place, the teaching learning process has shifted to online mode through different means viz. Google classroom, Zoom and WiseApp. The efficacy and punctuality of these online classes is regularly monitored by the Classwork Monitoring Committee. To promote computer literacy among students, a 90-days CCC has been introduced in collaboration with NIELIT Srinagar in which 90 students of the college are registered at the moment. Special attention is given for inculcation of ethical and moral values among the students and sensitizing them towards their social responsibilities to transform them into good citizens.

The college provides a peaceful and conducive environment and has not let the political turmoil affect the teaching learning process. In addition to the routine academic activities, the students are kept busy with different kinds of sports and co- curricular activities in the campus to keep them engaged in positive and productive woks. Assignment writing, quiz and poster competitions, excursions and subject tours are a regular feature of this institution. Every effort is made to make the students feel comfortable and to shape them become better citizens of tomorrow. Therefore, it can be hoped that with the completion of under-construction infrastructural projects, proper fencing and landscaping of the college campus, the academic excellence and overall social contribution by the institution will be more visible in near future.

5. CONCLUSION

Additional Information :

The erstwhile state Govt. of J & K in 2011 sanctioned 22 colleges across the state to cover certain uncovered areas in the field of Higher Education. District Kupwara, located towards the northwest of J & K along the LoC was fortunate enough to get one such college exclusively for its girl students who otherwise used to shy away from co-educational set up and as a result significantly contributed towards the drop out ratio after passing 12th class examination . Being the maiden women college in the district, the enrollment has increased from 148 to 710 in just nine years, that too, when the college was offering UG courses in Arts stream only. In order to correct the boundary line of its land from zig-zag and uneven area to smooth, the Higher Education Department in 2020 got more than 11 kanal of land notified by the Collector Land Acquisition Kupwara and released an amount of Rs. 75lakhs in 2020-21 out of estimated cost of Rs. 175 lakhs for its procurement . In order to construct boundary wall of the college and main gate, the Higher Education Department has been kind enough to release50. 00 Lakhs for the year 2021-22 against the estimated cost of 132.5 lakhs. In order to harvest solar energy and to ensure uniterrupted power supply without depending on fossil fuel gensets, the college is procuring 10kw off-grid solar power backup out of RUSA 1.0 funds.

Concluding Remarks :

Since its establishment in 2011, the college has been on a mission mode and striving hard to materialize its vision statement despite impediments. Starting from a humble make shift infrastructure of Govt. Middle School Sulkoot, the college is now housed in a magnificent building of its own. Although the facilities available in the college do not match with the demands in view of globalization & introduction of NEP 2020, we are trying to make maximum out of minimum through hard work and commitment. The rich college alumni pursuing their dreams in higher educational institutions could only be attributed to the hard work of its teachers besides the determination shown by these students. It was because of the persistent zeal of college administration and teaching faculty that s new subjects viz. Home Sciencei and Science Stream got introduced from academic session 2021. A good enrollment was achieved in these subjects in the beginning only. The affectionate behavior of the teachers and an eagle eye of its Principal towards curricular transactions has added to the popularity of this college among its stakeholders in particular and public in general. The essence of fairness in exams has prompted not only Kashmir University to conduct its B.Ed term end examination in this college but IGNOU has been conducting its TEE for last two years. The college is applying for first cycle of accreditation and given the key role this institution has been playing in the educational, social and economic upliftment of marginalized women of this backward district even during tough times, we are hoping to get accredited with a fairly reasonable grade.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
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)** 2.1.2.1. **Number of actual students admitted from the reserved categories year wise during last five years** Answer before DVV Verification: <table><tr><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td></tr><tr><td>51</td><td>76</td><td>42</td><td>104</td><td>59</td></tr></table> Answer After DVV Verification : <table><tr><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td></tr><tr><td>51</td><td>76</td><td>42</td><td>105</td><td>59</td></tr></table> Remark : HEI input changed as per the supporting documents.
2.3.3	**Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year)** 2.3.3.1. **Number of mentors** Answer before DVV Verification : 14 Answer after DVV Verification: 13 Remark : HEI input edited as per the supporting documents because data for the latest completed academic year only to be considered.
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 : 39 Answer after DVV Verification: 29 Remark : 1) Input edited as per 3.1 extended metric. 2) experience of full time teachers from extended metric 3.1 that only to be considered. 3) Data for the latest completed academic year in number of years to be considered
3.1.3	**Number of Seminars/conferences/workshops conducted by the institution during the last five years** 3.1.3.1. **Total number of Seminars/conferences/workshops conducted by the institution year-**

wise during last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
9	4	1	2	2

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
7	0	3	1	1

Remark : Input edited as per the supporting documents because only 2016-2021 years only to be considered.

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

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
5	2	0	0	1

Answer After DVV Verification :

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

Remark : Input changed as per the supporting documents because in supporting documents years some of the papers has not given year so that it is not counted as per the year

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

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

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
220	20	25	348	105

Answer After DVV Verification :

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

| 220 | 20 | 155 | 218 | 105 |

Remark : Input edited as per the supporting documents.

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)** 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)** Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
2.04	14.78	2.96	1.17	14.73

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
2.04	14.68	2.96	1.17	14.73

Remark : Input edited as per the supporting documents.

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
03	01	04	02	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	01	03	03	1

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
11	1	3	0	2

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
8	2	2	0	2

Remark : Input edited as per the supporting documents.

2.Extended Profile Deviations

ID	Extended Questions
1.1	**Number of courses offered by the Institution across all programs during the last five years** Answer before DVV Verification: <table><tr><th>2020-21</th><th>2019-20</th><th>2018-19</th><th>2017-18</th><th>2016-17</th></tr><tr><td>52</td><td>56</td><td>78</td><td>59</td><td>29</td></tr></table> Answer After DVV Verification: <table><tr><th>2020-21</th><th>2019-20</th><th>2018-19</th><th>2017-18</th><th>2016-17</th></tr><tr><td>81</td><td>81</td><td>81</td><td>81</td><td>81</td></tr></table>
1.2	**Number of programs offered year-wise for last five years** Answer before DVV Verification: <table><tr><th>2020-21</th><th>2019-20</th><th>2018-19</th><th>2017-18</th><th>2016-17</th></tr><tr><td>2</td><td>1</td><td>1</td><td>1</td><td>1</td></tr></table> Answer After DVV Verification: <table><tr><th>2020-21</th><th>2019-20</th><th>2018-19</th><th>2017-18</th><th>2016-17</th></tr><tr><td>13</td><td>9</td><td>9</td><td>9</td><td>9</td></tr></table>
2.3	**Number of outgoing / final year students year-wise during last five years** Answer before DVV Verification: <table><tr><th>2020-21</th><th>2019-20</th><th>2018-19</th><th>2017-18</th><th>2016-17</th></tr><tr><td>229</td><td>142</td><td>160</td><td>101</td><td>188</td></tr></table> Answer After DVV Verification: <table><tr><th>2020-21</th><th>2019-20</th><th>2018-19</th><th>2017-18</th><th>2016-17</th></tr><tr><td>229</td><td>142</td><td>160</td><td>101</td><td>188</td></tr></table>

| 3.1 | **Number of full time teachers year-wise during the last five years** |

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
14	14	15	12	10

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
14	10	10	10	10

| 4.2 | **Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)** |

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
82.81	192.511	115.06	489.80	282.22

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
82.81	192.511	115.06	489.80	228.22

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