



Annual Quality Assurance Report

SESSION 2014-15

OF

Internal Quality Assurance Cell



Govt. Degree College Udhampur

Recognized under section 20 & 12(b) of the UGC Act, 1956

The Annual Quality Assurance Report (AQAR) of the IQAC

(April 2014 to July 2015)

Part – A

I. Details of the Institution

1.1 Name of the Institution

Govt. Degree College Udhampur

1.2 Address Line 1

Near PWD Dak Bunglow

Address Line 2

NH1A

City/Town

Udhampur

State

Jammu and Kashmir

Pin Code

182101

Institution e-mail address

principal@gdcudhampur.in

Contact Nos.

94191-60428

Name of the Head of the Institution:

Prof. S.S. Bhalwal

Tel. No. with STD Code:

01992-270239

Mobile:

09419160428

Name of the IQAC Co-ordinator:

Dr. Udhey Bhanu

Mobile:

94198-98085

IQAC e-mail address:

iqac@gdcudhampur.in

1.3 NAAC Track ID :

EC/38/038

1.4 Website address:

www.gdcudhampur.in

Web-link of the AQAR:

www.gdcudhampur.in/AQAR

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	74.10	Feb, 2006	Feb, 2011
2	2 nd Cycle	NA	NA	NA	NA
3	3 rd Cycle	NA	NA	NA	NA
4	4 th Cycle	NA	NA	NA	NA

1.6 Date of Establishment of IQAC :

25/05/2006

1.7 AQAR for the year

2014-15

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

- i. AQAR (2006-07) submitted
- ii. AQAR (2007-08) submitted
- iii. AQAR (2008-09) submitted
- iv. AQAR (2009-10) submitted

- v. AQAR (2010-11) submitted
- vi. AQAR (2011-12) submitted
- vii. AQAR (2012-13) submitted
- viii. AQAR (2013-14) Submitted

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify) BCA & PG Courses

1.11 Name of the Affiliating University

University of Jammu

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

NA

University with Potential for Excellence

X

UGC-CPE

X

DST Star Scheme

✓

UGC-CE

X

UGC-Special Assistance Programme

X

DST-FIST

✓

UGC-Innovative PG programmes

X

Any other (*Specify*)

X

UGC-COP Programmes

X

2. IQAC Composition and Activities

2.1 No. of Teachers

05

2.2 No. of Administrative/Technical staff

Nil

2.3 No. of students

01

2.4 No. of Management representatives

NA

2.5 No. of Alumni

01

2.6 No. of any other stakeholder and
community representatives

01

2.7 No. of Employers/ Industrialists

Nil

2.8 No. of other External Experts

Nil

2.9 Total No. of members

08

2.10 No. of IQAC meetings held

06

2.11 No. of meetings with various stakeholders:

No.

Nil

Faculty

Nil

Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by the IQAC

- Action Plan & Annual calendar framed.
- Prepared Annual Quality Assurance Report for 2013-14.
- Continued the healthy practice of annual Computer Literacy Program sponsored by DST; 45 students from SC/ST/BPL/Gen categories trained.
- Online Admission of Sem-I & Sem-III started.
- Website updation.
- Pre-placement skill enhancement workshop organised in collaboration with District Administration.
- IQAC published; College Newsletter 'Devika' Vol-VII Issue-I.

2.15 Plan of Action by IQAC/Outcome

The action plan for quality enhancement was chalked out by IQAC in the beginning of the year. Details are attached as Annexure-I and II.

2.16 Whether the AQAR was placed in statutory body No

Management Syndicate Any other body

Provide the details of the action taken

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	02	01(PG Chemistry sanctioned but yet to start)	02 seats in each prog. are self financing	-
UG	05	01, Psychology as a Subject.	...	-
PG Diploma	-			
Advanced Diploma	03	-	05	05
Diploma	03	-	05	05
Certificate	03	-	05	05
Others				
Total	16	02	-	15

Interdisciplinary	-	-	-	-
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes: UG pattern is under change from annual to semester system.

Pattern	Number of programmes
Semester	PG= 02, UG=02
Trimester	-
Annual	UG=02(B-Part II & III)

1.3 Feedback from stakeholders* Alumni Parents Employers Students

(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

*Please provide an analysis of the feedback in the Annexure

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

Yes (Department of Psychology)

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	33	25	08	NA	Principal=01

2.2 No. of permanent faculty with Ph.D.

12

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
25	36	08	Nil	NA	NA	-	-	33	36

2.4 No. of Guest and Visiting faculty and Temporary faculty

G=2

V=0

T=

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	05	04	-
Presented	01	01	-
Resource Persons	-	-	01

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- Smart class facility introduced .
- Online journals subscribed
- Semester system at UG Level introduced.
- ICT enabled reading room facility provided.

2.7 Total No. of actual teaching days during this academic year

UG= 128 PG= 89

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Home Assignment introduced for semester students at UG level.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

22

2.10 Average percentage of attendance of students

85%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA	181	Nil	9	39	8	66.29
B.Sc.	182	3	53	29	Nil	93.4
B.Com	40	Nil	8	60	10	75
BBA	14	Nil	36	14	Nil	81.8
BCA	11	Nil	45	64	Nil	85.71

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

Contribution:

- By defining parameters of teaching- learning.
- By supplementing the academics with extension programs.
- By devising mechanisms for effective outcome of our endeavours.

Monitoring & Evaluation:

- Through Feedback of the students
- Interaction with the staff.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	07
UGC – Faculty Improvement Programme	02
HRD programmes	-
Orientation programmes	Nil

Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	07
Others / Conferences	07

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	06	5	-	Nil
Technical Staff	06	08	Nil	08

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- The IQAC has been sensitising the staff regarding this issue in all formal/informal gatherings.
- Two teachers deputed for pursuing Ph.D under FIP scheme of UGC.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	one	one (Joint)	Nil	one
Outlay in Rs. Lakhs	-	9.408	-	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	05	04	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings			

3.5 Details on Impact factor of publications :

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects <i>(other than compulsory by the University)</i>	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges
Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	-	-	-	-
Sponsoring agencies	-	-	-	-	-

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
-	-	-	-	-	-	-

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level

National level International level

3.22 No. of students participated in NCC events:

University level State level

National level International level

3.23 No. of Awards won in NSS:

University level State level

National level International level

3.24 No. of Awards won in NCC:

University level	<input type="text" value="-"/>	State level	<input type="text" value="10"/>
National level	<input type="text" value="06"/>	International level	<input type="text" value="-"/>

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text"/>
NCC	<input type="text" value="17"/>	NSS	<input type="text" value="12"/>
		Any other	<input type="text"/>

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- International Yoga Day Celebrated in which 1200 NCC Cadets of various schools and Colleges of Distt. Udhampur & Reasi participated.
- College students and staff donated Rs. 2.35 lacs to victims of Flood and Natural Calamity in the State. This donation includes two days staff salary and donations collected/donated by students.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	90.18 Kanals	Nil	NA	90.18 Kanals
Class rooms	26	Nil	Govt.	26
Laboratories	19	02	-	18
Seminar Halls	01	-	-	01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	-	-	2.9	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-
Others	-	-	-	-

4.2 Computerization of administration and library

- Computers are available in administrative units. Entire office work is done through computers.
- Library has also been issued computers and automation is in progress. A dedicated ICT Zone for students has been established.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	59331	-	649	329891	59980	-
Reference Books	1106	-	65	79000	1171	-
e-Books	-	-	-	-	-	-
Journals	23	9000	08	26900	31	35900
e-Journals	3000+	5000	3000+	5700	3000+	5700
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Others (specify) Newspaper/Magazine	18/15	36000	2/2	3000	20/17	39000

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	76	51	-	03	-	03	13	06
Added	-	-	-	-	-	-	-	-
Total	76	51	-	03	-	03	13	06

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

- 45 Students and teachers were trained under computer literacy programme organized by Jigyasa, a lifelong learning unit of the College sponsored by Dept. Of Science & Technology and conducted by NIELIT (DOEACC).
- College Website is used for inter/intra-college communication.

4.6 Amount spent on maintenance in lakhs :	5,05,175/-
i) ICT	
ii) Campus Infrastructure and facilities	24,20,042/-
iii) Equipments	290000/-
iv) Others	40143899/-
Total :	43359116/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- IQAC Published the newly added student support services in its annual newsletter.
- Participated in meetings of others Departments/ Committees and made Quality related interventions from time to time.
- The same information was uploaded on the College website and also published in the Prospectus

5.2 Efforts made by the institution for tracking the progression

There has been no formal mechanism in practice to track the student progression

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1938	56	-	-

(b) No. of students outside the state

15

(c) No. of international students

0

Men	No	%	Women	No	%
	-	-		-	-

No	%
-	-

Demand ratio - 1:1 Dropout % -2.55%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Nil

No. of students beneficiaries Nil

5.5 No. of students qualified in these examinations

NET	04	SET/SLET	Nil	GATE	Nil	CAT	Nil
IAS/IPS etc	Nil	State PSC		UPSC	Nil	Others	

5.6 Details of student counselling and career guidance

Student counselling and guidance was arrange at the time of admission to help them choosing right combinations/streams and allied information.

No. of students benefitted 900

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
18	1156	531*	-

* No. Of students placed include pass outs as well.

5.8 Details of gender sensitization programmes

Nil

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level	123	National level	04	International level	Nil
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No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	34	Rs. 1,27000
Financial support from government	286	Rs. 20,000,15
Financial support from other sources	04	Rs. 6000/- (NGO)
Number of students who received International/ National recognitions	Nil	-

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

1. Parking space for students created.
2. Reading room with internet connection created.
3. Toilet block for boys renovated.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

Govt. Degree College (Boys) Udhampur envisions to commit itself as a dynamic Institution of Higher learning for the intellectual enrichment of minds to produce valuable and harmonious human resource suitable to serve the community.

Mission

- *To grow as a centre of generating intellectual wealth by offering high quality, varied and relevant academic programs that foster critical thinking among the youth to create a knowledge society.*
- *To promote and instill the ethics of social, cultural, national and global significance among the youth through higher social interactions and extension programmes that make them enlightened and responsible citizens.*
- *To ceaselessly audit, introspect and evaluate the existing mechanisms, upgrade them to make them relevant and innovate to achieve educational excellence.*

6.2 Does the Institution has a management Information System

No!
MIS has been proposed under RUSA

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

Syllabi of all the subjects has been revised. All those associated with the Board of Studies were allowed to attend and contribute in framing the syllabi. All the HOD's are members of Board of Studies .

6.3.2 Teaching and Learning

To facilitate the use of ICT in teaching –learning smart class facilitate provided to students during 2014-15 Academic Calender was strictly followed to ensure timely execution of assignments. Our results for 2014-15 remained very encouraging at 80.44% with three University Positions to our credit in B.Sc (8th positions) and B.Com (5th position) PG Hindi (University Topper).

Examinations were conducted as per the Academic Calendar. A great deal of attention was paid to ensure transparency in the conduct of examinations. In addition, this college facilitated in conducting exam of B.Ed, MES, Online Bank Exams, Judiciary, IGNOU, Distance Education & University Private Exams etc. All the teachers were engaged in evaluation of internal/external examination.

6.3.4 Research and Development

A demand for special research grant has been projected under RUSA. Two teachers published research papers in reputed Journal. Many attended. Conferences/Seminars and presented papers, Refresher/Orientation courses and workshops.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Library is being automated; .714 new books were added to the existing treasure of books,; 300 new e-journals and 31 more journals were subscribed in various subjects.
- Construction of boundary wall & two lecture theatre block completed.
- Indoor Shooting Range is under Construction.
- Parking area for students and staff created.

6.3.6 Human Resource Management

The available human resource available in the College was managed under a strategy to maintain and enhance the quality standards of this institution. Committees were constituted for effective implementation of various policies and partake of governance responsibilities.

6.3.7 Faculty and Staff recruitment

Few transfers made by the Dept. of Higher Education. Faculty on academic arrangement engaged against vacant posts and out of College pool fund also. Guest faculty also engaged in few subjects.

Many collaborations were held with various agencies like Dept. of Science & Technology. Indian National Trust for Art, Culture and Heritage, National Translation Mission, WWF, DBT, etc. For various Projects more than 20 companies visited college for Placement Drives.

6.3.9 Admission of Students

A trend of increase in admission was noticed in this session with a total of 1994 students which included 388 girls, 245SC, 78 ST, 288 OBC students.

6.4 Welfare schemes for

Teaching	10
Non teaching	09
Students	04 (Scholarship, Financial Aid, Admission Fee & Insurance)

6.5 Total corpus fund generated

Rs. 138.9 Lacs

6.6 Whether annual financial audit has been done Yes No

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	-	No	-
Administrative	No	-	No	-

6.8 Does the University declares results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University for Examination Reforms?

The Examination pattern of Part-I changed to Semester Based Examination Pattern.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

Nil

6.11 Activities and support from the Alumni Association

Alumni of this College, prominently Sh. Ashok Kumar, Director Sports Shri Mata Vaishno Devi University Katra, supported immensely in conception, proposal and organising prestigious Governors' Silver Rolling Trophy Volleyball Championships for Men & women.

6.12 Activities and support from the Parent – Teacher Association

There is no trend of PTA in the colleges of J&K.

6.13 Development programmes for support staff

NIL

6.14 Initiatives taken by the institution to make the campus eco-friendly

The campus of this college is situated on a picturesque hillock and bears a lush green look. Due care was taken by the NSS, NCC & Nature Club “Nav-Chetna” of the College to generate awareness among the students to keep the campus clean. Saplings planted in the last session were nurtured well to bring to raise them up to risk-free stage.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- More than 20000 books automated in the library.
- ICT Enabled Reading Room facility provided to students.
- Devika Newsletter ViI- VII Issue-I published in December, 2014.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year .

Attached as ANNEXURE-I & II

7.3 Give two Best Practices of the institution .

Attached as ANNEXURE-III

7.4 Contribution to environmental awareness / protection

- The College conducts many Environmental Awareness activities under the aegis of WWF Nature Club “Nav-chetna”.
- A proposal for project “*Bio-diversity Conservation*” under National Environmental Awareness Campaign of WWF-Nature India was sanctioned to the College was completed in 2014-15.

7.5 Whether environmental audit was conducted?

Yes

No

7.6 Any other relevant information the institution wishes to add.

The College has been consistent with the Computer Literacy Program and other initiatives undertaken by the College in the recent years. Three University positions were secured by the students. 05 Campus Placement Drives conducted.

SWOT ANALYSIS Attached as ANNEXURE-IV

8. Plans of institution for next year

Attached as ANNEXURE-V

Dr. Udhey Bhanu

Prof. S.S. Bhalwal

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC



INTERNAL QUALITY ASSURANCE CELL
GOVT. DEGREE COLLEGE, UDHAMPUR

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ANNEXURE-I

ACTION PLAN 2014-15 & OUTCOME

Plan of Action	Outcome
<ul style="list-style-type: none">• NAAC Re-accreditation of the College.	In progress
<ul style="list-style-type: none">• Further strengthening of Campus Placement Services.	05 Placement Drives including 01 Mega Placement Drive held.
<ul style="list-style-type: none">• Programs related to the promotion of Dogri language.• Exploring collaborations & sponsorships by various agencies.	A five day Experts meet for preparing glossary of scientific and technical terms of botany in Dogri organized. Many sponsored & collaborative programs organised with NIELIT, DBT, Ministry of Environment and forest GOI etc.
<ul style="list-style-type: none">• Introduction of new subjects	Psychology as subject introduced, M.Sc. Chemistry and job oriented courses are yet to be started after affiliation with the University.
<ul style="list-style-type: none">• Enhancing participation in Faculty Development Program at ASCs.	Three teachers attended ASC for Refresher/Orientation prog.
<ul style="list-style-type: none">• Encouraging teacher growth through FIPs.	Two teachers on deputation to University of Jammu and University of Delhi under FIP scheme of UGC.
<ul style="list-style-type: none">• Enhancing students' amenities; purchase of water cooler• Publication of College Magazine, newsletter & IQAC Souvenir	IT enabled reading room created, Ceiling fans in classrooms, Parking facility for students etc. 'Devika' Newsletter vol-VII published.

<ul style="list-style-type: none"> • 2nd Edition of Governors' Silver Rolling Trophies (Men & Women) Proposed. 	Dates for holding Championship awaited from Raj Bhawan.
<p><u>Infra-Structure Development</u></p> <ul style="list-style-type: none"> • Construction/Repair of Boundary Wall. • Completion of Two Lecture Theatre Block 	<p>Constructed.</p> <p>Completed.</p>
<ul style="list-style-type: none"> • Fencing of the College Land across the Road.. 	Sanction awaited.
<ul style="list-style-type: none"> • Construction of Shooting Range (UGC Plan). 	In progress.
<ul style="list-style-type: none"> • Construction of PG Block. 	Not sanctioned.
<ul style="list-style-type: none"> • Anti-termite treatment of the College . 	Completed.
<ul style="list-style-type: none"> • Completion of Hostel Renovation (State Plan). 	Completed.
<ul style="list-style-type: none"> • Up gradation of Laboratories (DST/DBT). 	Botany lab up graded.
<ul style="list-style-type: none"> • Black-topping of Internal Road Connectivity. 	Sanction awaited.
<ul style="list-style-type: none"> • Automation of Library 	In progress
<ul style="list-style-type: none"> • Providing ATM Facility on Campus (J&K Bank). 	Completed.
<p><u>Campus IT Enhancement</u></p> <ul style="list-style-type: none"> • Smart Classroom. • IT Enabled Reading Room • Renewable of N-LIST scheme 	<p>Smart Class Room facility provided.</p> <p>Completed</p> <p>Completed</p>
<ul style="list-style-type: none"> • Library digitisation. 	More than 20000 books automated.

ANNEXURE-II
CALENDAR OF CURRICULAR/EXTRA-CURRICULAR ACTIVITIES
2014-15

S. No.	Activity	Target Group	Organizing Unit	Date/Month
1	Placement Drive by IL & FS	Unemployed youth	Project Udaan	12 July, 2014
2	Placement Drive by TCS	Unemployed youth	Project Udaan	06 August, 2014
3	Placement Drive by IL & FS	Unemployed youth	Project Udaan	20 August, 2014
4	Placement Drive by PCRM	Unemployed youth	Project Udaan	05 September, 2014
5	Mega Placement Drive by Accenture, IL & FS, MGS, MT, Pinkerton, PS, RAXA Security, FHDL, IISD, Ligare etc,	Unemployed youth	Project Udaan	17-18 January, 2015
6	Experts' Meet of CSTT	Teachers	Dept. of Botany	November, 2014
7	Workshop on Share Market & Stock Trading	Students & Teachers	Commerce & BBA	November, 2014
8	Guest Lecture on Communication Skills in Business	Students & Teachers	Dept. of English & IQAC	April, 2014
9	Extension Lecture Series on understanding literature	Teachers/Students	Dept. of English & IQAC	September, 2014
10	Celebration of Hindi Week	Students	Dept. of Hindi	September, 2014
11	Visit to Basic Seed Station Cherry, Udhampur	Students	Dept. of Sericulture	September, 2014
12	Visit to Soil Testing Laboratory	Students	Dept. of Sericulture	September, 2014

13	Subject Tour	Students	Zoology	December, 2014
14	Awareness Program on Cyber Crime	Staff/Students	Jigyasa/IQAC	August , 2014
15	Interactive Session on Feminism on Urdu Literature	Staff/Students	IQAC	October, 2014
16	Certificate Course in Computer Concept	Students	Jigyasa	November, 2014
17	Guest Lecture on Climate Change	Students and Teachers	Nav-Chetna	December, 2014
18	Three Day Nature Camp	Students	Nav-Chetna	October, 2014
19	Donation to Poor va Sainik Seva Parishad for Shar danjali Sthal	Students	NCC	December, 2014
20	Symposium on Gandhian Philosph y	Students	NSS	September, 2014
21	Awareness Programme on Save Nature & Save Humanity	Students	NSS	September, 2014
22	Awareness Programmes Under SVEEP	Students	NSS	October, 2014
23	Symposium on Role of Youth for better democracy under SVEEP	Students	NSS	October, 2014
24	Celebration of National Unity Day	Students	NSS	October, 2014
25	Three Day NSS Workshop	Students	NSS	November, 2014
26	Humans Right Day Observed	Students	NSS	November, 2014
27	Establishment of Voter card registration Counter for students under SVEEP	Students	NSS	November, 2014
28	Seminar on HIV-AIDS	Students	Red Ribbon Club	December, 2014
27	Lecture on Herbal Wealth	Students	Dept. of Botany	September, 2014

	under Star College Scheme			
30	Workshop on Scope of Electronic under Star College Scheme	Students	Dept. of Physics & Electronic	November, 2014
31	Celebration of Road Safety Week	Students/Staff	Jigyasa	January, 2015
32	Awareness Programme under Swach Bharat Abhiyan	Students/Staff	NSS/NCC	February, 2015
33	Rs. 235304/- donated to Flood Victims	Flood Victims	NSS/NCC & Staff	October, 2014
34	Educational Tour of 86 students (Bharat Darshan)	Students	College	December, 2014

ACADEMIC CALENDER 2013-14

S.NO	Activity	Class	Executing Unit	Month
1.	Admission/classwork	PG English Sem I,III	P.G Dept. of English	June-July 2014
2	Admission /classwork	PG Hindi	P.G Dept. of English	June-July 2014
3	Admission	UG Sem- I	Admission Committee	June 2014
4	Admission	B.Part- II	Admission Committee	July2014
5	Admission	B.Part III	Admission Committee	August2014
6	Commencement of classwork	B.Part I	Academic Committee	July2014
7	Commencement of classwork	B.Part II	Academic Committee	August2014
8	Commencement of classwork	B.Part III	Academic Committee	August2014
9	Internal Assessment –I	PG English Sem I,III	P.G Dept. of English	September 2014
10	Internal Assessment –I	PG Hindi	P.G Dept. of English	September 2014
11	Internal Assessment –I	B-Part I, II & III	Examination Committee	November 2014
12	Internal Assessment –II	PG English Sem I,III	P.G Dept. of English	November 2014
13	Internal Assessment –II	PG Hindi	P.G Dept. of English	November 2014
14	Subject Tours/field visits	B-Part I, II & III	Concerned Depts.	Nov-Dec 2014
15	Semester End Exam	PG English Sem I,III	P.G Dept. of English	December 2014
16	Semester End Exam	PG Hindi	P.G Dept. of English	December 2014
17	Winter Break	B-Part I, II & III	26 th Dec. to 5 th Jan 2015
18	Admission/classwork	PG English Sem II & IV	P.G Dept. of English	January 2015
19	Admission /classwork	PG Hindi Sem II & IV	P.G Dept. of English	January 2015
20	Internal Assessment –II	B-Part I, II & III	Examination Committee	February 2015
21	Annual Exam	UG Sem-I, B-Part II & III	Examination Committee	March-May 201
22	Summer vacations	All classes	1 st June-July 15 th 2015 (Subject to approval of the adm. Dept.)

ANNEXURE-III

BEST PRACTICES

1. Title of the Practice: **Computer Literacy & Technology-advancement in the College.**

2. Goal:

- ✓ Technology upgradation .
- ✓ Enhanced access to ICT based resources in teaching-learning & routine operations of the College.
- ✓ Provide computer literacy to the deserving & under-privileged students to enable them to use ICT in learning processes.

3. The Context:

Mission statement of the College includes evaluation of the existing mechanisms and their up gradation to make them relevant for excellence in education. Moreover, the Quality Policy of the IQAC also envisions mediation of technology in the teaching-learning. During the Golden Jubilee year 2010-11, many such new practices were initiated as had not been in practice during the last 50 years. One of them was ICT enabling of the campus and ICT usage in the operations of the College through technology up gradation. As envisaged in the

4. The Practice:

- College Website developed: The College website has been extensively used as a platform for inter/ intra-college communication . This immensely facilitated the college for information input from Hr. Education Dept. , University , other college & placement agencies.
- Inter-com connectivity to all the units of the College : This facilitated the inter-departmental/office communication hence saving the time for its better utilization.
- Enhancing ICT based learning: State-of-the-art conference hall was established for conducting all the activities using ICT resources. This eased the film shows for the students which earlier posed a challenge for the teachers. A Smart class has been set up which has facilitated teachers immensely. Projectors are available to be used elsewhere , in case of requirement.
- Providing computers & broadband connections to all the teaching Depts: Almost all the teaching Departments have been given computers, printers & internet connections to support their teaching –learning.
- Computer Literacy Programme: Providing computer literacy to the outgoing students was introduced in 2009-10 and an effort was made for the sustenance of this practice by

collaborating with Dept. of Science & Technology for financial assistance. Priority is given to the students below poverty line, SC/ST students, students resident of backward area. Students of UG/PG classes and staff members are benefitted.

- Computer Laboratories upgraded/added: The existing computer laboratory of the College was upgraded in 2010-11 and equipped with Air-conditioner. 64 new computer systems were purchased during the last four years to enhance the ICT level of the College. A new computer laboratory has also been added which is also equipped with the Language Software for Language students. Recently, an ICT zone of the College has also been annexed to the college library for internet access to the general students.
- Centralised Genset installed: A centralized Generator has been installed in the campus of 50 KVA to cope with the electricity failure/cuts during the college hours .
- ICT usage in routine office work: Library is being automated through SOUL software for an easy access by the students. A Pay-roll system has also been installed (courtesy: ERP mission Project) which will also be functional shortly. Entire office work is done through computers; Registration Returns of UG classes s done through software whereas that of PG is done online.
- Campus surveillance system: In order to keep a vigil on the activities of students in the campus. 12 CCTVs have been installed for campus surveillance. The entire campus has been covered by this system.

5. Evidence of Success:

- The working efficiency in the institution has improved .
- ICT enhancement improved the overall environment of the College.
- Conference Hall eased the conduct of film shows & PPT based sessions.
- Smart class has added to the quality of teaching-learning.

- Office automation, when completed will decrease hassles of paper work. Library automation will make the library access easier for students and staff.
- Communication with inner/outer agencies became better with the help of Website. This also serves a platform for information management.
- Genset immensely facilitated the routine work like practicals and office work which otherwise suffered.
- Campus surveillance system enhanced discipline of the campus.
- Computer literacy has become a sustained practice to benefit the students with add-on certificate issued by NIELIT (DOEACC).

6. Problems Encountered and Resources Required: The resources required could be managed from UGC, State Govt.& the local fund. Various schemes were availed of for this purpose.

7. Notes (Optional):

Being a Govt. College the entire staff is of transferable nature. Initiating of best practices & their sustenance is a challenge. But when these practices are institutionalized, the task becomes easier. The practice of Computer Literacy & technological upgradation of the campus certainly added to the quality of this decades' old College by helping it keep its pace with the world outside.

7.3.1.2: Second Best Practice:

1. Title of the Practice: **Heritage Club.**

2. Goal/Vision *Heritage club of this college envisions to spread awareness of culture and heritage among the youth by motivating and involving them in the activities of the Club organized to generate interest & compassion & to sensitize them towards various issues related to our fragile cultural heritage and their role in promotion of this cause.*

3. The Context: The modern generation has gone quite away from culture and values because of dominance of western culture which has made our youth feel ashamed of adhering to our cultural values and ways of thinking. Not only this, they have been looking down upon their culture and try to replace it with the western ways. There is an urgency to bring the youth back on track because a nation that breaks with its roots cannot survive the winds of change. Educational institutions have a bigger responsibility in this scenario where family as an institution is becoming weaker.

4. The Practice:

Established in 2010 as the Golden Jubilee innovative measure of the College, the Club has been organizing activities for awareness and promotion of tradition, culture & heritage. Every year the club is reconstituted with fresh registration of heritage volunteers committed for the cause. The activities undertaken include viz. workshops, heritage walks, seminars, exhibitions, AV sessions etc. in addition to interaction with the experts in this field. Activities of the club till date are as follow:

- **April 2014:** A two-day Heritage Education workshop for School & College teachers of Udhampur funded by Indian National Trust for Art and Cultural Heritage (INTACH) & Ministry of Culture Govt. of India.
- **April, 2014:** Heritage walk to Krimchi Archeological Monuments.
- **April, 2014:** Heritage walk to Dogra Art Museum Jammu.

5. Problems Encountered and Resources Required:

No problem was faced. University of Jammu, alumni, Archeological Survey of India , Indian National Trust for Art and Cultural Heritage (INTACH) & Dogra Art Museum extended whole-hearted support in addition to the College administration. The resources required could be managed from the UGC, State Govt. & the Local fund. Various schemes were availed of for this purpose.

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ANNEXURE-IV

SWOT ANALYSIS

STRENGTHS

- A sprawling campus spread over 90.18 Kanals of land. Excellent multi-disciplinary institute of repute with regard to high achievement in Undergraduate & Post graduate Programs.
- High quality committed & dedicated faculty with an exceptional *esprit de corps*.
- Ever-growing teaching-learning infra-structure according to the modern demands based on IT.
- Well-equipped central library with more than 60 thousands books, online journals and a reading room.
- State of the Art Conference Hall, Multi Purpose Hall, Gymnasium, Botanical garden, Hostels and Staff residence.
- All the departments, offices and library are connected through intercom and internet facility.
- De-Centralized governance to facilitate quick disposal of jobs.
- Smart Classroom with all the required amenities.
- Insurance, Scholarship and financial aid for students.
- High academic achievement of the College in University results.
- Computer literacy programme for students and staff in collaboration with DST.
- Professional Counselling and remedial classes for weaker students.
- Institutionalizing of democratic ideals of governance, inclusion, gender parity & communal harmony.
- Innovative and extension activities for harmonious growth of the students.
- Contribution to the cause of education through distance mode education centers of Jammu University & IGNOU.
- Sufficient infra-structure for sports and extension activities.
- Encouraging alumni support to the institution.
- Excellent campus- discipline through campus surveillance system.

WEAKNESSES

- Lack of hostel facility for girls, independent & separate blocks for PG Courses, Examination halls & Administrative office.
- Inadequate student & staff parking.
- Non-digitalized Library.
- Lack of financial support & special faculty for PG courses.
- Lack of faculty research activities.

- Frequent faculty transfers & academic engagement of contractual staff in absence of permanent faculty.
- Less number of vocational courses.
- Shortage of permanent teaching and non-teaching staff.
- Lack of provision for waiving off the admission fee of the poor students.
- Low rate of campus placements.
- Lesser number of trained staff members in specific fields.

OPPORTUNITIES

- An institution with potential for excellence.
- Teachers and students' exchange program with other national and international educational institutions.
- Sufficient land resource for future growth & expansion.
- Ample opportunities to enhance GER by attracting the enrolment of students, especially girls from all the sections of society & socially, educationally & economically backward areas.
- Support to PG courses shall enhance the institutional performance.
- Quality enhancement in all the existing mechanisms of the college .
- Introduction of new Departments and streams including job –oriented courses.

THREATS

- Enrolment of girls from rural/backward areas may decrease in future for the want of Girls' Hostel.
- Limited number of permanent faculty & frequent transfers may challenge the sustenance of healthy practices.
- Open entry at the admission level to all the students irrespective of merit poses challenge for Quality products; the infrastructure may become disproportionate to the number of students.
- Lack of enrolment control system to ensure quality product.
- Continuous need to revise & update the existing content of the courses offered.

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ANNEXURE-V

ACTION PLAN: 2015-16

- NAAC Re-accreditation of the College.
- Further strengthening of Campus Placement Services.
- Starting the new and already sanctioned courses/subjects.
- Programs related to the promotion of Dogri language.
- Exploring collaborations & sponsorships by various agencies.
- Enhancing the Faculty publication in reputed journals..
- Encouraging teacher growth through FIPs./Major/Minor Projects.
- Enhancing poor students' support measures.
- Publication of College Magazine, newsletter & IQAC Souvenir
- Organization of 2nd Edition of Governor's Silver Rolling Volleyball Championships.

Infra-Structure Development

- Up-gradation of Parking Lot.
- Fencing of the College Land across the Road.
- Completion of Shooting Range (UGC Plan).
- Construction of additional space on Chemistry block.
- Black-topping of Internal Road Connectivity.
- Up-gradation of Botany laboratory.

Alumni Activities

- Alumni Association Executive Council meet.
- Annual Alumni meet.
- Guest Lectures for staff/students by Alumni.

Campus IT Enhancement

- Smart Classroom for BBA.
- Completion of Library digitisation.
- Office automation.
- IT Zone for General Students.
- Computer Literacy Program

Others

- Further strengthening of Women Cell.
- More organized academic audits through Academic Committee
- Feedback of Library Users.
- Seminar on Quality Assurance/Environment.
- Teachers' Development Workshop
- Training Workshop for Non-teaching/Library staff.
- Languages/science promotion programs.
- Making Consultancy Services more organised.

Quality is never an accident; it is always the result of high intention, sincere effort, intelligent direction and skillful execution; it represents the wise choice of many alternatives.

William A. Foster

