



SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

**GIRDARI LAL DOGRA MEMORIAL DEGREE COLLEGE
HIRANAGAR**

GLDM DEGREE COLLEGE HIRANAGAR

184142

www.gldmdchiranagar.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

The college came into being as Govt Degree College Hiranagar in January 2005 with 4 courses under B A Program. The college was renamed as Girdhari Lal Dogra Memorial Degree College Hiranagar by J&K Govt on October 12, 2006. The B. Sc Degree program was introduced in 2010. The college runs currently 18 courses (subjects) in different combinations under BA and B Sc Degree programs.

Spread over an area of about 47 kanals, the campus is blessed with mighty mango trees that offer canopy, making it an ideal locale for pursuit of higher education. The college is situated about 1 km away from Jammu–Pathankot National Highway and is equidistant from Hiranagar town, leaving campus free from noise pollution.

Within short span of its existence, the college has carved out a niche for itself in academic circles of Higher Education, by bagging THIRD POSITION in 2014, TWO FIRST POSITIONS in 2016 and 2021 and SEVENTH POSITION in 2021 , in University Examinations. These academic achievements have strengthened our resolve to proceed in earnest in pursuit for excellence.

Extra-curricular activities are promoted with equal zeal and students have excelled in inter-college competitions organized annually by University of Jammu, retuning as WINNERS with 6 Gold Medals and RUNNER-UP with 7 Silver Medals during the period under report. The college has also bagged FIRST PRIZE in Governor’s Rolling Trophy in Volley Ball.

Friendly and family spirit among the staff is encouraged which has facilitated promotion of inclusive participation for enrichment of academic ambience. A perfect coordination exists between Administration, teaching and non-teaching staff and all decision taken are participatory in nature.

The college believes that students are our purpose and facilitating their academic pursuits to the satisfaction of stakeholders is the mission that this institution of higher learning is engaged in.

The college has adopted a neighboring slum village Pathwal and slum area of Hiranagar Ward 2. The NSS and NCC students of the college visit along with the teachers to these areas periodically and provide help to school going students in the form of books and stationary.

Vision

An effective vision statement is vital to a strategic planning process. A vision statement describes what an institution aspires to become in future and the value it enshrines. To educate, empower and make the individual & human resourceful, Girdari Lal Dogra Memorial Degree College, Hiranagar has the following vision:

- 1) To educate, empower and make the human enlightened.
- 2) To attain higher level of access and excellence in the Higher Education system of rural border belt with greater efficiency, transparency and responsiveness.

3)To explore and nurture the hidden talent of rural students in general and girls in particular.

4)To disseminate knowledge and wisdom among students so as to make them responsible citizens of the country.

Mission

A mission is fundamental to strategic planning. It is an assertion of the Institution's purpose and should easily define its ideals as well as the services provided to various stakeholders. It reflects institution's financial planning, budgeting, staffing and academic programming. The mission statement speaks volumes about aims and goals of an institution. The mission of GLDM Degree College Hiranagar is:-

1)To promote quality education through continuous effort, conviction and commitment.

2)To empower women and enable them to rise above all constraints.

3)To introduce innovative courses which only strengthen educational inputs for the betterment of the society and enable our students to face challenges of life effectively.

4)To develop all round personality of students through various curricular and co-curricular activities.

5)To offer a wide choice of study in various disciplines at U.G Level catering to a cross section of students from all backgrounds.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

The college believes in nurturing and sustaining the strong areas to facilitate the percolation of benefits to desired level of students. Some of the strengths of the college are as:

Highly qualified and dedicated faculty

The college has the privilege of having highly qualified, dedicated, resourceful and humanely disposed faculty that is responsive to the academic needs of students. Out of a total of 28 full-time teachers, at present, 13 have Ph.D to their credit and 15 have earned M. Phil degree. These teachers have published their research in reputed journals that are also recognized by UGC.

Student Support

The creation of student support facility remains high on the agenda of college. College has got 2 Buses arranged after approaching the Local MP for financial support under MPLAD fund, for transportation of students.

The college canteen is very well maintained to provide the provision of availability of snacks for students, particularly facilitating girl students to have access to refreshment on campus.

Academic Resource

The college has the distinction of a very spacious and stately library hall for housing the rich collection of books numbering around 9400 making it about 6 books available for 1 student. Besides, the library hall

provides enough reading space for students, which is suitably equipped with the furniture for the purpose.

Girls' Common Room

Being alive to the provision of facilities for girl students, the college has got constructed Girls' Common Room that is very well maintained.

Multipurpose Hall

A very spacious Multipurpose Hall, measuring 150 x 60 feet, exists in the college that provides an opportunity for the students to participate in different academic and cultural programs, enabling them to hone their talent. Besides, this hall is also put to use for conduct of fair examination under an ideal conducive atmosphere.

Highly disciplined and motivated NCC and NSS Units

The NCC unit has the privilege of participating in the RD Parade at Delhi. Besides, the cadets and NSS volunteers share the commitment of the college in reaching out to the underprivileged slum community, in the neighboring Pathwal village, with help and guidance.

Institutional Weakness

The college is confronted with some grey areas that need to be overcome, and the administration is pursuing this area, realizing the significance to improve upon these weaknesses.

Inadequate campus

The campus area is falling short for development of facility for outdoor sports. As of now the college lacks a play ground for cricket, football, etc. The students are taken to public playing grounds at Hiranagar Town for the purpose of facilitating to participate in sports of their choice.

The college is pursuing this issue and we are in the process of acquiring additional about 24 kanals of land that is bordering the college boundary. The acquisition of this land stands notified by Deputy Commissioner of Kathua.

Inadequate Infrastructure

While the number of student enrollment has been increasing since the establishment of the college, the infrastructure augmentation has not happened at matching pace.

Lack of Smart Class Room

Teaching through multimedia using technologically supported pedagogies assumes great significance for effective delivery in teaching-learning process, but the college as of now, lacks this facility, but as of now only 6 classrooms equipped with ICT facility.

Insufficient full-time faculty

The college faced shortage of full-time faculty (Permanent Teachers). Although in 2016-17 fresh recruitments had been done but still college lacks in full time faculty. Being a Govt College, the transfers and shifting of the faculty disturbs the academics.

Although college managed some arrangement of teaching assistants on temporary basis, inadequate full-time faculty has been a real Achilles heel for this college during the period under report

Institutional Opportunity

The college has tremendous scope to grow into a multidisciplinary institution of higher learning particularly for introduction of B. Com and BCA.

In the absence of any Degree College in the area falling under Hiranagar Tehsil, the students who have great talent and mettle, and are well behaved and disciplined, look up to this college with great expectations. Thus shaping and honing the talent of this human resource to perfection is an opportunity for the college in order to contribute to societal development.

The teaching faculty is highly qualified, dedicated and committed to contribute to the institutional development. With this teaching human resource, there is great opportunity to navigate this college to achieve excellence in academics.

There is an untapped opportunity to mobilize the funds from its alumni, industry and other Govt and non-Govt agencies to sponsor the participation of students and faculty in Seminars, Conferences and other academic exercises within and outside State of J&K. In this regard, college plans to identify its well placed alumni and host a meeting to seek their direct and or indirect financial support.

Institutional Challenge

Challenges also provide an opportunity to improve upon the existing weaknesses while ensuring the sustenance of strengths to overcome successfully the situation.

In the absence of any competitor in the area in Higher education field there is no challenge, as of now. But this throws up a challenge of different kind for the college to come upto the expectation level of students of the area so that they are not constrained to look up to some other institution of higher learning at far off places.

Effecting quality in higher education, more so in terms of making market oriented courses also available in the college, assume great significance. Thus staying relevant to the educational needs of higher education seekers of this area is a huge challenge.

Augmentation of infrastructure to match the increasing strength of admission seekers in order to make the teaching – learning process meaningfully effective, is a challenge that needs to be addressed

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The college adopts various methods for the effective and transparent implementation of the curriculum as designed and prescribed by the University of Jammu. The college has been striving hard to achieve the aims and objectives laid down in the college mission to enable the students to become educated and responsible citizens of the world. The conducive atmosphere in the classrooms has been maintained for the deliverance of the lectures and tutorials by the concerned teachers. The courses and methods of teaching have been regularly upgraded. The teachers are facilitated with all the resources needful to them to deliver their best to the students. The University keeps upgrading the curriculum in order to be responsive to the changing needs of the time. The faculty from the college share their views in the process of the upgrading of curriculum based on their first hand experiences in the classroom teaching. The University offers a considerable level of flexibility in its designing and framing of the curriculum. The college welcomes the introduction of the new subjects/courses implemented by the University of Jammu. The college has recently completed two certificate programs which were introduced in the college under RUSA programme namely Junior Software Development and Data Entry Operator.

The University designs the curriculum in such a way that the cross cutting issues of human values, gender, environment and sustainability find ample space into it. Most of the topics incorporated in the syllabi, prescribed for the students, cover provisions for knowledge related to such social issues.

The college has introduced The Choice Based Credit System (CBCS) from 2016 for providing students option to choose Skill Enhancement Courses, Generic Elective Courses etc of their choice from a pool of courses, enhancing their academic acumen.

Teaching-learning and Evaluation

The State of Jammu and Kashmir enjoys a special status that doesn't permit teachers from other States and Countries to seek State Govt Job. Therefore, Girdari Lal Dogra Memorial Degree College, Hiranagar does not have students and teachers from other States. There are no defined numbers of seats for the reserved categories within the state for admission at UG level in Degree Colleges. The institution offers open admission to all the eligible students and caters to the student diversity by assessing the slow and advanced learners through periodical tests, doubt-clearing sessions etc. Students enjoy free access to teachers in resolving their issues. Various student-centric methods are used for enhancing the learning experience of the students. Participative learning, question-answer sessions, discussions etc are used for teaching the students. Use of Powerpoint presentations and projectors is also made in the department of Computer Science. Besides, subject related field trips are also organized by the college for the students of Botany, Zoology, Geography and EVS.

The college has 28 full-time teachers against 32 sanctioned posts. The average percentage of full time teachers against the sanctioned posts during the last five years is 46.29. The faculty members are well qualified with 13 of them having Ph.D.

The institution offers B.A. and B.Sc. programs. The syllabi of these programs are designed by the University of Jammu in consultation with the Heads of various departments. The objectives of these programs are listed in the syllabi of each course that are uploaded on the website of the University of Jammu. The institution adheres to the academic calendar for the conduct of internal assessment tests in theory and practical. Academic calendar is framed at the commencement of the session and the same is published in the college admission brochure for the information of the students, available to them for access on college website as well. The outcomes of the

program are evaluated by the institution through various methods which include practical examination, internal and external assessments, viva-voce etc.

Research, Innovations and Extension

The College is affiliated to University of Jammu, and teachers, as of now, are not registered as supervisors for guiding MPhil/PhD work. The faculty with Ph.D has been publishing research publications in journals of National and International repute. The college allows and encourages its faculty members to participate in various research oriented activities like seminars, conferences and workshops at state/national level and present their research papers. There is a provision of FIP (Faculty Improvement Program) and non-Ph.D faculty is encouraged to pursue research under this program for award of Ph. D.

The College has a functional and effective NCC and NSS units comprising fifty and hundred students respectively. The college carries out various extension activities through NCC and NSS units. Both the units are active in promoting social relationships and focus on promoting values and shape individuals to become a good and responsible citizen. The college has adopted slum areas of village Pathwal and Hiranagar, ward number 2. The NSS and NCC units primarily aim at involving students, on voluntary basis, in highlighting various social issues to create awareness in the society. At the same time, students reach out and understand the problems of less privileged section of the society. The students aware them about basic issues like benefits of cleanliness, education, conservation of water, afforestation etc and thus facilitate a direct contribution in societal development. The NSS and NCC units organize awareness rallies to motivate the local community and involve

them in crucial issues like Swachhta/Cleanliness, prevention of AIDS etc. Other activities carried out by these two units include symposia, debates, poster making competitions, cleanliness drive, plantation drive etc.

Infrastructure and Learning Resources

The lush green college campus is situated in a pollution free area with a canopy of mango trees making it ideally suited for effective teaching- learning process. The well ventilated college building has 18 spacious class rooms, 5 science labs , 1 computer lab and 1 Browsing Centre with internet facility . The college also has a girls' common room, canteen facility and separate toilets for boys and girls. The college has a rich library that houses 9400 books. Each science department is equipped with computer, printer and internet facility. The college has well established establishment section equipped with all types of computer related facilities. The college has one spacious multipurpose hall with the seating capacity of 500 audience for conducting multifarious activities like examination, cultural programs and indoor games. The institution keeps updating internet facility right now the college has 2 FTTH connections from BSNL each having 200 mbps speed.. The college has total no. of 57 out of which 37 computers are available for students. The college also provides sports facilities to students. The college volley ball team Men and Women, Wrestling (Men) in 2018-19 had won gold medal in the events organized by the University of Jammu .

The college has ramp facility in its building for differently abled students.

Student Support and Progression

The college is striving hard to achieve excellence, be it in academics, cultural activity domain or in sports. The

students are provided counseling at for choosing the courses (Core and Elective) as suitable to their potential and liking. The main focus lies on their physical and mental development. Students with weak financial conditions are provided scholarships and freeships so that money does not hinder their progress. The college also tries to reinforce the slow learners by encouraging their free personal access to teachers at anytime to address the grey areas.

Co-curricular activities are also made an important part for participation by students to helps them develop their soft skills and enhance their talent. The college provides to the students a strong platform for showcasing their talent and exposition to various other fields apart from academics at State and National level.

The college has a democratically elected students' council which is taken on board for different affairs the college that helps to bridge the gap between students and administration.

The college has a strong grievance redress system which functions through discipline committee, gender sensitization committee against sexual harassment and anti-ragging committee.

The college does not have a registered alumni association but has initiated the process by organizing the first ever alumni meet during the current academic session. The alumni assured of forging an association and extend all support to college and work closely with the students, faculty departments and college for providing guidance to the students.

Governance, Leadership and Management

The College is run as per statues of J&K Govt. and its hierarchy is a defined structure. All the employees of college, teaching and non – teaching, are appointed by the Department of Higher Education. The Principal, who is the Head of the institution, formulates the guidelines and internal policies and programmes of the college after taking into confidence the Heads of the Teaching Departments, Conveners of various statutory committees and cells, Librarian, Physical Teaching Instructor and section officer of non teaching faculty. The financial grant is allocated by the State Govt. and the Principal, who is the drawing and disbursing officer of the institution, further distributes the funds to various teaching departments for their smooth functioning such as purchase of books, material and equipment for laboratories, infrastructural renovation support materials and for other miscellaneous expenditures. Financial matters of the college are looked after by an accountant who is deputed by the Finance Department of the Govt. of J&K.

Keeping in view its motto, “SAB VIDYA YA VIMUKTYA” college is marching in pursuit of academic excellence and has made a remarkable beginning in academic results.

The college has an established IQAC, which drafts policies for improving the quality of education, being imparted to the student. It takes into account all the aspects of academic excellence such as quantum of syllabus completed, conduct of practical classes and assessment tests, posting of assessment awards etc. The urgent needs of various teaching departments are also assessed and included in institutional plan for their redress.

Since the majority of students in this college are female so college pays a special attention to their problems and takes appropriate measures to mitigate them. College attaches special importance to faculty empowerment and encourages the teachers to pursue research on FIP. Besides FDP is facilitated by allowing the teachers to attend general orientation programmes, refresher courses, and participate in conferences, workshop, seminar etc.

This all has helped this college to become hub of academic activity by the active participation of students and staff.

Institutional Values and Best Practices

The college follows the code of conduct as laid down in CSR of J&K Govt, Higher Education Department, University of Jammu and UGC. The appointments of Principal, teachers, non-teaching staff, their promotions, provident fund scheme and superannuation is as per the these rules

College also has a strict code for students, to be followed on campus and also during tours and trips. Students and parents are supposed to sign an undertaking during admission to college, that the student would abide by the rules and regulations of the college. The institute takes much efforts and interest to empower education on moral and ethical values. Symposia and guest lectures on relevant topics to sensitize the girl student are organized. Gender sensitization committee has been framed in the college to look after the gender related issue. The college organized various programs to create awareness among students on campus and involve them in maintaining Eco-friendly environment. Availability of ramps and arranging scribes differently abled students to help them pursue higher education is ensured. The college organized National festivals, birth, death

anniversaries of the great personalities. The program is organized on the birth anniversary of Mahatma Gandhi Ji every year. The Independence Day and Republic Day are celebrated very passionately. The external auditor verifies income and expenditures of various financial aspects.

The institution strives hard to give a best place to work for the faculty member. It aims to ensure production, security, cultural and social development, welfare measures and conducive environment and offers opportunities for all according to their ability without discrimination.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	GIRDARI LAL DOGRA MEMORIAL DEGREE COLLEGE HIRANAGAR
Address	GLDM DEGREE COLLEGE HIRANAGAR
City	Hiranagar
State	Jammu And Kashmir
Pin	184142
Website	www.gldmdchiranagar.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Suresh Kumar Sharma	1922-295455	9419217137	-	hiranagargdc@gmail.com
IQAC / CIQA coordinator	Sujat Khan	-	7006722822	-	shujaut.ali.khan@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	27-09-2005

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

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

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	22-03-2012	View Document
12B of UGC	22-03-2012	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
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Recognitions

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

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	GLDM DEGREE COLLEGE HIRANAGAR	Semi-urban	5.76	3496.21

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,Bachelor Of Arts	36	Higher Secondary	English	900	896
UG	BSc,Bachelor Of Science	36	Higher Secondary	English	600	568

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				35			
Recruited	0	0	0	0	0	0	0	0	14	14	0	28
Yet to Recruit	0				0				7			
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				20
Recruited	11	4	0	15
Yet to Recruit				5
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

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

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	6	7	0	13
M.Phil.	0	0	0	0	0	0	10	5	0	15
PG	0	0	0	0	0	0	14	14	0	28
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	7	2	0	9
M.Phil.	0	0	0	0	0	0	3	0	0	3
PG	0	0	0	0	0	0	9	7	0	16
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	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
UG	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
		1	1	0

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	562	0	0	0	562
	Female	902	0	0	0	902
	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	59	71	83	80
	Female	168	155	121	133
	Others	0	0	0	0
ST	Male	0	1	0	1
	Female	1	0	2	0
	Others	0	0	0	0
OBC	Male	43	43	45	44
	Female	80	78	65	67
	Others	0	0	0	0
General	Male	363	461	440	451
	Female	725	753	651	652
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		1439	1562	1407	1428

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	The College is running under rules and regulations framed by the affiliating university and governed by the Higher Education Department of UT of Jammu and Kashmir.
2. Academic bank of credits (ABC):	The college Does not have any Academic Bank of credits.
3. Skill development:	The College already has different Skill courses available in different programmes to students under Choice based credit system.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	The College is already have courses in different Indian languages.

5. Focus on Outcome based education (OBE):	The college curriculum is already using student-centric teaching and learning methodologies.
6. Distance education/online education:	The College has study center of IGNOU for different degree and diploma Programmes running under distance mode.

NAAC

Extended Profile

1 Program

1.1

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

2020-21	2019-20	2018-19	2017-18	2016-17
284	294	361	264	199
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
2	2	2	2	2

2 Students

2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1428	1407	1562	1439	1225
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
325	316	348	351	274

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
408	388	367	278	284

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

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

2020-21	2019-20	2018-19	2017-18	2016-17
28	27	28	27	12

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
32	28	28	28	28

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 14

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
151.34	44.47	7.76	9.39	9.80

4.3

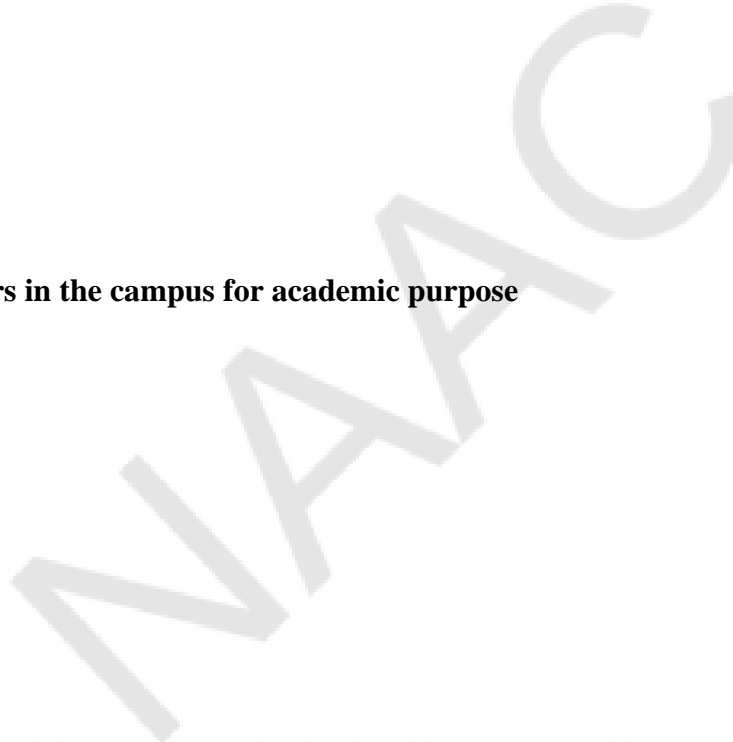
Number of Computers

Response: 57

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:

Govt. Girdari Lal Dogra Memorial Degree College promotes the formation of students as competent, committed, conscious, creative men and women. The college follows the syllabai and curriculum formulation by the University of Jammu. The process of Curriculum design is done by the Board of studies of the university of Jammu through the participation of member colleges. The institution has undertaken various programmes for the curriculum development and implementation. There has been active involvement of faculty in various workshops, seminars and discussions for the curriculum development organized by the professional bodies and Board of Studies of different disciplines. The effective delivery of the curriculum includes a wide variety of things from the recruitment of skilled faculty, work culture, supervision and revision. The following are the attempts of the college towards curriculum planning and development.

- Preparing a planned work schedule keeping in mind the weightage given for each paper and the number of hours allotted as per the University norms.
- Replenishing the library with books of changed syllabi every year.
- The minimum no. of working days as stipulated by the University is deeply adhered to every year.
- Continuous assessment of what has been taught and learnt by the teacher and student in a year or session on monthly/fortnightly/weekly basis through Classroom Mock test, Classroom question answer sessions and by talking to students individually.
- Conducting internal assessment tests before routine examinations to make an assessment of the students performances.
- Organizing regular workshops, seminars, conferences for a healthy exchange of thoughts.
- Activities such as organizing a picnic, symposia, academic minor competitions etc. help the students for the all-round development of their personality.
- Fully equipped laboratories are available in the college where the students perform result oriented and successful experiments.
- Skill development courses are being offered to enhance the capabilities of the students.
- Congenial environment is being provided to the students for mutual discussion so that they are motivated to think, discuss and express their views and listen to others for the overall development of the institution.

File Description	Document
Upload Additional information	View Document

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

Govt. G.L.D.M. Degree College Hiranagar comply the academic calendar for the conduct of CIE. Before the commencement of each academic session, the IQAC in consultation with the Departmental Heads prepare the 'Academic calendar' based on academic as well as co- curricular activities. Academic progress of the students' is monitored by adopting the strategy of continuous internal evaluation and is reviewed by the Principal regularly. Examination committee is framed at the college level which monitor overall internal assessment process. The Principal Office send the information to the affiliating University about the students who are appearing for the examination. Under the CBCS pattern, the college has already introduced internal assessment test and class test to evaluate academic performance of students in the curricular aspect. Internal assessment is conducted by the Examination Committee and record is maintained at college level. Individual attention is given by the concerned faculty to the educationally weaker students by conducting remedial classes. Implementation of Academic Calendar have improved the attendance and punctuality of the students. Due to Covid -19 Pandemic , various innovative methods of evaluation like Open Book Tests, google quiz etc. are introduced. All the faculty members of the college are directly involved in Internal / External paper setting, evaluation and conduct of examination as per Academic Calendar of affiliating University . The subject to be taught by the teacher is internally assigned by the Heads of the Departments.

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: B. Any 3 of the above

File Description	Document
Institutional data in prescribed format	View Document

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

Response: 100**1.2.1.1 Number of Programmes in which CBCS/ Elective course system implemented.**

Response: 2

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

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

Response: 3

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	2	0

File Description	Document
Institutional data in prescribed format	View Document

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

Response: 1.67

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
30	0	0	90	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 institution understands the importance of integrating cross cutting issues with the curriculum for quality education and for the all-round development of the institution.

Gender: (Education , Sociology And Pol Sciene)

The college has always made efforts to establish the gender equality giving equal opportunities to both boys and girls.

- Significance of Gender sensitization has been recognized by the institution, therefore, a course on Gender Sensitization of 4 credits as skill based course under Choice based Credit system is being offered by the institution. This course sensitize the students to issues related to gender and equality among all sexes as well as provide them with the tools and skills to develop and integrate a gendered perspective on work and life.
- Other important courses related to women education, feminism, women writers, inequality of gender are also included in various other courses to spread awareness and sensitize the students towards the condition as well as achievements of women in various fields.
- International Women's day is also being celebrated in our college.
- Girls common room (GCR) has also been established in the college for the benefit of female students

Environment and Sustainability

The institution has recognized the importance of environment and sustainability which is a matter of global concern and is making various efforts to sensitize the students towards the cause of environment sustainability.

- The college is running courses in various subjects like Environmental sciences, Botany, Zoology, Geography to inculcate a sense of sustainable development and climate change.
- To make the students aware about the importance and conservation of environment, a compulsory course of 2 credits is introduced for all streams during the first and second semester of Undergraduate Choice Based Credit System (UG CBCS).
- Various activities like tree plantation, cleanliness drive, environmental trip etc are being organized in the college to heighten awareness and sensitivity among the students and faculty.

Human Values

- Generally in the courses of Arts faculty i.e. Humanities and social sciences (Sociology, Education, History) soft values of life- honesty, loyalty, nobility, morality, charity, courage etc are taught which are very important for the all round development of students personality.
- College has NSS unit to organize and encourage the students to participate in community service oriented programme. The NSS unit regularly organize and participate in different social activities to impart students community orientation.
- Psychological counselling cell is also active in the college which aims to facilitate the well being of

the students through support of trained counsellors for a healthy mind and body. Anti ragging cell, Grievance redressal cell etc are active in the college campus.

On the whole, college endeavours to provide the students with an education that encompasses much more than purely academic studies so as to make them a good citizen.

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: 1.11

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
3	3	3	3	3

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: 33.4

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

Response: 477

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

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: B. Feedback collected, analysed and action has been taken

File Description	Document
Upload any additional information	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
1428	1407	1562	1439	1225

2.1.1.2 Number of sanctioned seats year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1428	1407	1562	1439	1225

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

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
325	316	348	351	274

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:

In the institution conventional black board teaching is generally used besides smart board by science disciplines. This is done keeping in view the needs of advanced learners as well as the slow learners. This methodology of teaching is followed by question answer sessions and interaction with students in the class as well as outside the class. Apart from this, periodical class tests and revisions are conducted for clarifying the doubts of the students. Peer teaching and Participative learning is also encouraged, for example, in the English class, poetry recitation and prose reading is carried out that helps a student to improve reading skills and pronunciation and in the class of Mathematics, students are encouraged to solve questions on the blackboard. In order to help the poor learners cope with the educational needs the institution has maintained a well-established mechanism for undertaking different programmes. For the aid of students who are requiring special attention like students of weaker sections, poor performers or specially-abled or those requiring special attention are identified and special attention is devised to help them. These students are identified using different methods by teachers. Parental recommendations and low-performers in semester end results are also considered.

A Mentor-Mentee system is further devised in order to take care of their special educational and instructional needs. A meeting of all the departments of the institution in this regard is called and plan for anonymous submission of the list of such students is asked. Further all the departments of the institution are instructed to organize additional classes and learning resources for such students. New challenges are assigned to them for further improvement such as: Students are motivated to prepare and submit reports of science field trips and other visits conducted by the respective departments of the college to enhance their practical awareness.

Teachers of the college organize group discussions, brainstorming sessions, quiz competitions to develop analytical and problem solving abilities. Students are encouraged and motivated to perform better in university examinations. Advanced learners are motivated with awards, and prizes for their participation in different curricular and co-curricular activities. Students are motivated to appear in competitive examinations and with this purpose in mind the college library is also well equipped with books related to General Knowledge. Guest lectures and interactive sessions/workshops are also conducted to motivate students. Special coaching workshops are conducted in the college for the students to crack university exams and other entrance tests. Support in terms of availability of number of books from library for longer duration of periods is made available to advance learners. Thus the college ensures that advanced learners' needs are met and they are supported in their quest for knowledge.

During COVID 19 pandemic all the faculty members were instructed verbally by the head of the institution to facilitate such students through online mode also. Students are further asked to visit other institutions which have the similar plan of action.

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

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

Response: 51

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:

A number of student centric programmes and activities are planned in teaching learning process throughout the year. In almost all the departments, teachers adopt the innovative modes of teaching. In addition to conventional blackboard teaching, teachers adopt the modes of teaching through charts, maps, specimen, models etc. Field related visits in the departments like Botany, Zoology, Geography and Environmental Sciences are also a newfangled mode of teaching. This type of teaching promotes pragmatic approach towards the subject. Certain other tools like power point presentations, Audio visual aids, Projectors etc. are also used by the department of Computer Science. The institution has focused on the principle of Activity Based Learning and learning through experience and participation. In order to strengthen the knowledge base of students special discussion sessions are devised between students-students and teacher-students. To gain practical knowledge of students besides theoretical understandings discussions help in great deal. However, synchronization of theory with the experience is a must to trigger the creative imaginations of students. Therefore, institution has stated it important to supplement the classroom with the experiential learning. A list of such initiatives for experiential learning, participative learning and problem solving methodologies for enhancing learning experiences is discussed as under:

- Organizing periodical excursions and field trips.
- Exposure visits to universities, Colleges and other places in UT and the Country.
- Subject specific field works in different subjects like Environmental Sciences, Botany, zoology, Geography etc.
- Group discussions, student presentations, student paper readings in seminars etc. are also given special attention.
- Extension activities with groups in community for addressing the local issues through activities of NSS.
- Use of technology in education which develops intrinsic motivation for learning.

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

Response:

A college equipped with information and communication technology tools perform better in enhancing teaching and learning process. In order to realize this thought the college help faculty members by providing laptops/ LCD equipped classrooms as well as necessary training through internal / external resources. The college has thus an approach to make conscious efforts to use ICT tools to enhance the teaching learning process and thus maximise the learning outcomes of the curriculum.

In the college dedicated labs are available in all the science stream departments. All the labs of the science stream along with library of the college are fitted with interactive boards. Some of them are also having LCD Projectors and computers to facilitate effective teaching. A workshop on the basics of computer to train teachers was also organised by the Department of Computer Sciences. Students also use these tools to deliver their classroom seminars.

Teachers supplement traditional teaching with lectures using PowerPoint presentations, videos, slides etc. Whatsapp groups are formed for every class for better communication and accessibility of teachers and the students. During the COVID-19 pandemic the college has shifted to online learning education through different platforms for example: - Google Classroom, Google Meet, Wise App, Zoom Lectures and whatsapp group. ICT tools have thus played a great role in the teaching learning process during the COVID crises. During the Covid19 Lockdown period, students were kept in constant contact through the Whatsapp groups, wise app classrooms, Google meet lectures and zoom meetings. The soft copies of the lectures are also distributed through these media. The Assessment, evaluation of internal examinations has been done online using these media: Google classroom, whatsapp groups, quizzes on Google forms or wise app.

Besides, lecture recordings of some teachers are also available on YouTube. The college campus is Wifi-enabled so that teachers can freely access the internet. The college library is equipped with more than 9400 books. The library is under automation and is using E-Granthalya 4.0 Software. The college has been subscribing to NLIST from 2019 onwards. All the teachers and students are registered NLIST users having access to 3 lakh e-books and over 6000 e-journals.

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

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

Response: 51:1

2.3.3.1 Number of mentors

Response: 28

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: 84.64

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

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

Response: 40.05

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
11	13	8	7	7

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: 3.21

2.4.3.1 Total experience of full-time teachers

Response: 90	
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:

Govt. GLDM Degree College Hiranagar is a college affiliated to the University of Jammu and adopts the syllabus prescribed by the University of Jammu. The College follows the guidelines and methods prescribed by the university to carry out continuous internal evaluation system at the college level. It enables the college to ensure the timely understanding of the concepts well in advance. Students are given more than 50% syllabus for internal assessment. After the completion of each topic students are informed about the examination through the notice board and announcement by the concerned teacher in their respective classes.

The students are informed about the rules and regulations of the examination well in advance in the examination hall in order to avoid the unfair means and indiscipline if any. The teacher evaluates the internal assessment papers and displays the result on the notice board. The evaluated answer scripts are shown to the students and doubts if any are cleared. Students also get a chance to improve themselves as an improvement test before the University Examination is also conducted. Moreover class test are also conducted by the teacher in order to get feedback from the students. The teachers also conduct open discussions and interactive sessions from time to time. Further feedback is asked from the students periodically. Individual attention is also given to the slow learners or the students in need.

File Description	Document
Link for additional information	View Document

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

Response:

The internal assessment examination is conducted and evaluated by the faculty members of the college. The concerned faculty members of each department prepare question papers carefully according to the university rule and regulations. The Question paper is set keeping in view the level of the students. The examination is conducted with free and fair manner as per university norms. The invigilator maintains discipline, code and conduct in the examination hall as per examination rules. The invigilators, superintendants, deputy superintendents and supporting staff are appointed by the head of the institution that is also overall incharge of the examination. After the completion of the examination the answer sheets

of the students are evaluated by the faculty members. The teacher ensures impartiality and fairness. After the evaluation the answer scripts are shown to the students for feedback.

After the declaration of results the result sheet are displayed on the notice board to keep the system transparent. Therefore the continuous internal assessment is carried out with free, fair and in a transparent manner. The college adopts an effective mechanism for redressal of grievances pertaining to internal assessment. Moderation of marks and evaluation is also done in case such a need arises, which is discussed and deliberated and decided on merit without any bias and prejudice. The maximum and minimum marks in internal assessments are further reviewed, discussed and debated regularly. A complete record of the internal assessment is also prepared which is subject to further scrutiny and checking of the inspectors appointed by the university. Students are also assessed by the teachers on the basis of their overall performance and participation in the class and college in different activities.

File Description	Document
Link for additional information	View Document

2.6 Student Performance and Learning Outcomes

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

Response:

The syllabi of the different courses are designed by the members of the Board of Studies from different colleges of the University of Jammu. The objective of each course is listed in the syllabi published by the University of Jammu for the information of students and teachers. Course outcome of each course is conveyed to the students by the counseling cell constituted every time at the time of admission of students. Even after admission to specific course students are allotted a limited time to change their course if any.

Course outcomes for each course offered to the college are defined. Programme specific outcomes of the students are again highlighted by the subject teacher at the onset of class work. The course outcomes are linked with the broad outcomes of the discipline. Students are appraised with the learning objectives and expected outcomes. All the notices, events and programmes etc. are displayed on the college website. For any further queries, the students are asked to consult their concerned subject teachers. Further details and achievements of ex- students are also shared with them.

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:**

Continuous assessment provides feedback on the relevance of the teaching- learning process and learning outcome of each course. The continuous internal evaluation is comprehensive effort on part of the institution to assess the learners on different scales. Its specific aim is to assess the learning outcomes including programme and course outcomes of the institution. A continuous internal evaluation system is followed by the institution. This is done by the college in the form of written tests, oral tests, exposure visits, field surveys, study tours, practical work, debates, webinars workshops and seminars. For the students of science stream *viva-voce* is also conducted for external and internal practical examination which is the part of the evaluation process designed by University of Jammu.

As part of the course outcomes of the various papers taught to students during the three year degree course, there is substantial scope of evaluation of opportunities for skill building, enhancement of conceptual understanding, experiential and fieldwork learning. Students are involved in development related activities, social service activities, awareness campaigns and awareness related activities, visiting villages and other places.

Skill Enhancement Courses which have been introduced in 2017 syllabus does help the students to understand various techniques and skills in different fields which help them to understand the applied aspect of the discipline. Besides, cultural activities, NSS activities, career counseling, personality development programmes and programmes on the improvement of communication skills are organized to hone the skills and personality of the students. Moreover the playground of the college is used to organize various sports competitions. Sporting spirit is inculcated amongst the students through these competitions. On completion of graduation in different programs, students seek admission in different universities, for higher education while some other prepare for competition examination.

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

2.6.3 Average pass percentage of Students during last five years**Response:** 58.8**2.6.3.1 Total number of final year students who passed the university examination year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
381	99	143	146	149

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
408	386	227	250	278

File Description	Document
Institutional data in prescribed format	View Document
Paste link for the annual report	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.36

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

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

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

Response: 0

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

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

File Description

Document

Institutional data in prescribed format

[View Document](#)

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

Response: 0

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

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

3.1.2.2 Number of departments offering academic programmes

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

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:** 0**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
0	0	0	0	0

File Description**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:** 0.98**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
5	2	3	8	6

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:** 0.74**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
0	2	6	7	3

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:

To inculcate a sense of self discipline among the youth and to develop their overall personality, ideal for the defence services and to nurture capacity for leadership, spirit of comradeship, the college provides facilities for NCC and NSS training to the students. The students of NSS have been actively participating in guiding the inhabitants of the Pathwal village adopted by the college since 2014 in general and students in particular. The NCC unit of the college also has adopted village sangli. For NCC in particular the organisation aims at providing service and training to the cadets so as to stimulate their interest in the defence of the country and also to build up the reserve of man power for the armed forces. Whereas NSS works to foster a spirit of selfless service and love for humanity in general and rural folk in particular, facilities are provided to volunteers with a desire for social service to put in their best for elevating the sufferings of the sick and the down-trodden mass. Beside regular camp at college level (NSS, NCC), a special camp at university level (NSS), and at Nagrota (NCC), and also National Integration Camp (New Delhi) are being participated with full enthusiasm and zeal. The students along with the teacher in charge of these two programs visit nearby areas which are in the vicinity of the college for general awareness about swachhta/cleanliness, orienting students for pursuing their studies seriously and guiding the society in general for availing the benefits of different Centrally Sponsored schemes (CSS).

File Description	Document
Upload any additional information	View Document

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

Response: 2

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
1	1	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: 8

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
4	1	3	0	0

File Description	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: 13.73

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
501	140	369	0	0

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: 3

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	1	1	0	0

File Description

Document

Institutional data in prescribed format

[View Document](#)

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

Response: 0

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
0	0	0	0	0

File Description

Document

Institutional data in prescribed format(Data template)

[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:

Beautiful campus of the college is situated at a distance of about 1 km away from Jammu-Pathankot National highway in a lush green pollution-free area. The available infrastructure caters to the educational needs of about 1600 students from rural background of Kathua and Samba region. It has emerged as a co-educational institution that offers arts and science streams. The college campus is spread over an area of 46 kanals 12 Marlas. It has a beautiful structured building comprising of the following physical infrastructure.

Classrooms: The college has adequate facilities for teaching-learning process with 14 classrooms having proper ventilation and light arrangement, dias, proper seating arrangements. Six classrooms are equipped with touch-screen Interactive boards and Wi-Fi internet facility.

Laboratories: College building has eight laboratories for science streams which have all necessary equipments, chemicals, glassware and animal specimen for undergraduate lab courses.

Faculty Rooms: Departments of Physics, Botany, Chemistry, Zoology, Geography, Music, Physical Education and Sports have faculty rooms with computers, printers and appropriate furniture.

Botanical Garden: There is also a botanical garden for the students of Botany with a variety of plant species and herbs domesticated in it.

Browsing Centre: Browsing centre has been set up in 2019-20 with procurement and installation of 15 new computers systems. With a new high speed FTTH connection, it provides a central computing and browsing facility for use of students and the staff members.

Library: The College has a spacious Library with a separate reading room having proper seating arrangements for 60 users. A diverse collection of reading resources are available viz. text books, reference books, competitive exams books, general books, etc. The library is undergoing automation with cloud 4.0 version of e-Granthalaya.

Multipurpose Hall: The College has a spacious Multipurpose Hall with the capacity of 400 students where all the indoor games and yoga practice, and cultural activities viz. seminars, cultural programmes and celebration of the birth anniversaries, important days and other such events are organised from time to time.

Girls Common Room: Campus has one Girls common room with a seating capacity of 80 and an attached washroom complex for female students who constitute more than 60% of the total enrolment.

Two College Buses ply on two different routes and provide comfortable transport facility at the door steps of the students at cheaper rates.

College Canteen over an area of 600 sq. ft. is well ventilated and can accommodate about 40 students. Every step is taken to maintain the hygiene and provide eatables at affordable rates.

A Genset (20kV) and inverter-battery systems at different places in the campus provide uninterrupted power supply during the power curtailment.

A Deep Bore Well in the college provides continuous supply of fresh water to water coolers, washrooms and for irrigation of the plants. Water purifiers installed with water coolers provide clean drinking water.

The institution has sufficient number of washrooms/toilets for the male and female students, staff rooms and parking facility.

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

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

Response:

The college is committed to provide resourceful infrastructure for holistic growth of students. It provides adequate facilities for cultural activities, indoor and outdoor sports as well as other student and faculty support amenities.

The college has a spacious and well-maintained Multi-Purpose Hall with a seating capacity of 400 persons to organize co-curricular, recreational and cultural activities. The college has a rich tradition of institutionalizing the cultural events and programmes. Cultural Committee and Literary Committee plan and arrange for cultural and other programmes which range from organising debates, symposiums, slogan writing, essay writing competitions, celebrations of important days and a hosting of other events and programmes with the assistance of NCC and NSS volunteers of the college.

The sports infrastructure is also regularly monitored and maintained by duly constituted College Development Committee and College Sports Committee. The college has a permanent Physical Training Instructor (PTI) who guides the students in various sports activities and grooms their sporting talents.

The well maintained Multi-Purpose Hall also well-defined areas for indoor games like Badminton and Table Tennis, Chess and Carrom. The outdoor sports facilities available in the college include courts for Volleyball, Kabaddi, Handball and area for athletics events like Shot-put, Long Jump, etc. The college provides all kinds of support to District Youth Services & Sports as well as the Sports Council in organizing festivals, youth camps and sports festivals round the year. The Sports Committee promotes the indoor/outdoor games and encourages students' participation in regional, state and national-level competitions.

Yoga Centres: The College has an indoor Yoga Centre inside the Multipurpose Hall and an outdoor Yoga centre. NSS volunteers celebrate Yoga Day every year and organise yoga programs/sessions to foster and facilitate the physical and psychological fitness of its students in particular and all stakeholders in general.

NCC: The College has an NCC Unit headed by an NCC Officer for carrying out the social work and other extension activities.

NSS: To encourage young NSS student volunteers and to develop their personalities through community service, the college has one registered NSS Unit with a participation of over 100 volunteers headed by NSS programme officer.

Facilities for Sports and Games

S.No.	Sports/Game	Number	Playing Area	Description of activity
Outdoor Games				
1.	Athletics	1 Pit	15 meters (Practice area)	Intramural, Inter-college Training
	Long Jump			
	Shot Put			
2.	Kabaddi	01	13 m x 8 m	Intramural, Inter-college Training
3	Kho- Kho	01	30 m x 19 m	Intramural, Inter-college Training
4	Volleyball courts	02	9 m x 18 m	Intramural, Inter-college Training
Indoor Games (Inside Multipurpose Hall)				
5	Badminton Courts	02	13.4 m x 6.1 m	Intramural, Inter-college Training
6	Table Tennis	01		Intramural, Inter-college Training
7	Chess	04		Intramural, Inter-college Training
8	Carrom	04		Intramural, Inter-college Training

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

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)**Response:** 42.86**4.1.3.1 Number of classrooms and seminar halls with ICT facilities****Response:** 6**File Description****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:** 41.75**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
134.84	23.33	2.97	1.00	1.79

File Description**Document**

Upload audited utilization statements

[View Document](#)

Institutional data in prescribed format(Data template)

[View Document](#)**4.2 Library as a Learning Resource****4.2.1 Library is automated using Integrated Library Management System (ILMS)****Response:**

The library of G.L.D.M Degree college Hiranagar holds rich learning resources in the form of subject specific books, reference books, rare books, general knowledge books, dictionaries, encyclopedias, books for the competitive exams, etc. Latest editions of the books as well as new books are procured every year with updated information/knowledge to cater the changes in course curricula. The College has subscribed to a number of national and local newspapers and magazines.

The library has a collection of about 9433 books which are kept in almirahs in well-stacked arrangement. It is managed by a qualified librarian, assisted by library assistant and library bearer. The library staff handles the maintenance of Accession register, Visitor log register, Issue/Return Register, and circulation of the books.

The library has separate reading room, a computer section and toilet complex. The reading room with seating capacity of 60 persons has proper ventilation and seating arrangements. It provides calm and congenial environment to the users.

The college has procured Integrated Library Management System (ILMS) software “e-Granthalaya”, version 4.0 for the automation of the library. Some of the key features of the e-Granthalaya software, developed and maintained by **National Informatics Centre**, Ministry of Electronics and Information Technology, Government of India are easy to use- Graphical User Interface, unicode support with Multilingual Search, export facility for most reports and online data entry solution which complies with library standards. The software is a cloud ready application; and uses **PostgreSQL** - an Open Source DBMS as back-end solution.

Name of ILMS Software : **e-Granthalaya**
Version : **Cloud 4.0**
Nature of Automation : **Automation under process**

The library is under the process of upgradation from traditional file-based system to the automated ILMS by making use of e-Granthalaya. For the purpose of automation, classification of books has been completed in accordance with DDC classification scheme (22nd edition). The books are now kept at allotted places according to classification.

The college library has procured one Bar-code printer and one Bar-code scanner which will be aiding in the arrangement/cataloguing of the books. Once the cataloguing is completed, the Online Public Access Catalogue module (OPAC) of the software will be shared on the college website which will allow the users for library database searching. Library staff is putting their untiring efforts to complete automation work by the end of this year.

The college has subscribed to INFLIBNET (N-LIST) for the past three years for online/remote access to e-books, e-journals and e-resources by students and staff members. Besides, the computer section of the library has 01 photocopier machine, 01 printer and 02 computers with high speed internet connection to facilitate the students and the staff members.

The working hours of the library are as follows:-

- Working Days and Vacations : 9:00 AM to 3:00 PM.
- Holidays : Closed

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: B. Any 3 of the above

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

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

Response: 4.74

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

2020-21	2019-20	2018-19	2017-18	2016-17
6.40	9.47	1.63	2.00	4.18

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: 2.68

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

Response: 39

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 is well-equipped with IT infrastructure for effective teaching-learning and institutional governance. Emphasis is laid on the purchase of IT equipments with latest technology/software. The College has about functional 46 Desktops, 05 Workstation Desktops and 06 Laptops which are pre-loaded with the latest operating systems, Anti-viruses and other open-source softwares. These computer systems have been issued to computer lab, browsing centre, college library and laboratories for use of the students and the staff members. Sufficient number of computers are now available with college administration for the smooth functioning and management of the college affairs.

The IT facilities are regularly extended, upgraded and updated to remain in synchronisation with the advancement in technology. Over the last five years, many new IT gadgets/devices and allied facilities have been procured by the college as described below:

- The computer lab of the college is now well-furnished with the upgraded IT facilities to transact the curriculum of computer applications in BA/BSc programme efficiently with better student-computer ratio.
- Internet connectivity once limited to Computer lab, library and establishment section of the college has been upgraded to 200 Mbps FTTH connection since 2019-20 and the internet facility has been extended to the science laboratories, staff rooms, ICT-enabled classrooms, IQAC room and NCC & NCC rooms for high speed internet access.
- The College has set up a fully functional **Browsing Centre** in the campus with the purchase and installation of 15 new all-in-one desktops and 4 hot & cold ACs which now provides central computing and browsing facilities to students and the staff members. Another high speed FTTH connection from BSNL has been procured for the Browsing Centre for accessing e-resources at high speed.
- Seven Interactive boards have been procured and installed in the classrooms with Wi-Fi internet facility for efficient teaching-learning. Laboratories are well-maintained and well-equipped with touch-screen boards/LCD Projectors and internet facility. Five workstation computers with latest operating systems have been recently procured and installed in laboratories of the college for their upgradation.
- IT infrastructure is complemented by the peripherals and multifunctional devices which include 27 printers and 4 photocopier machines issued to library, laboratories, administrative block, etc. for use of the staff and the students.
- In addition to computer UPS systems, the college has a GenSet, and several battery-inverter systems that ensure the uninterrupted power-supply to IT infrastructure during power curtailment.
- The college has its own website that provides latest information related to admissions, examinations, committees, etc. A **Website Designing and Maintenance Committee** comprising of two senior most faculty members of Computer Applications Department and one full-time

Computer Assistant of the college is constituted to look after the maintenance and updation of the website. Expert agencies are also hired for the purpose.

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

Response: 40:1

File Description	Document
Student – computer ratio	View Document

4.3.3 Bandwidth of internet connection in the Institution

Response: A. 750 MBPS

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

4.4 Maintenance of Campus Infrastructure

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

Response: 58.25

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
16.5	21.14	4.79	8.39	8.01

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

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

Response:

It is a continuous and on-going policy of the college administration to revamp college infrastructure and facilities. The college has well-devised mechanism that ensures regular maintenance and optimal utilization of the available resources for efficient teaching-learning.

The working of the college is decentralized and facilitative. The infrastructural and support facilities are upgraded/added and continuously maintained based on the inputs from students, staff members and various committees constituted every year. The committees headed by convenors hold meeting regularly to plan and monitor the upkeep and upgradation of existing physical and academic support facilities, besides their optimal utilization. The college development committee conducts periodic survey of the college campus to identify, assess and undertake the maintenance and repair works related to servicing and maintenance of water coolers, electrical appliances, computers, printers, fans, electric fitting, toilets, lighting, window panes, seating arrangements, and cleanliness and beautification of college campus, painting and whitewashing, etc.

The heads of each teaching departments prepare the proposals/requisition in consultation with faculty members of the concerned subjects/disciplines for upgradation and maintenance of laboratories, and maintain academic records as well.

The Purchase Committee holds frequent meetings to access and recommend the requisitions submitted by various convenors, teaching heads, staff members and students. The nature and extent of maintenance and upgradation are approved by Principal and infrastructural/academic facilities are timely maintained/serviced and upgraded.

The Principal after consulting teaching heads, IQAC, advisory committee and the college development committee submits the infrastructural proposals and budget estimates to higher authorities who sanction funds to the college based on the budget estimate submitted, student enrolment and the courses offered by the college. The college incurs expenditure out of the allotted funds for the procurement, maintenance and upgradation of the physical infrastructure and academic resources. Besides, the local funds of the college are also utilized for the repair and maintenance of infrastructure like water coolers, fans, printers, water purifiers, inverters, refrigerators, ACs, electric fitting, etc. and other exigencies like plumbing works, whitewashing/painting, minor repair work of toilets, printing of stationary, etc.

Procurement of all goods and services are handled by the Purchase Committee preferably through Government e-Market (GeM) portal or by inviting tenders. Goods delivered are verified with the invoices and entry is made in the relevant Stock/Asset Register.

Stock registers, log books, and consumable registers are maintained by laboratory assistants and establishment section. Stock verification for laboratory equipments, library books, stationary, furniture, sport equipments is done as per the directions issued by the Higher Education Department. Unserviceable stock is weeded out for auction and the funds raised add to college local funds/Govt. treasury.

Genset and sufficient number of battery-inverter systems installed in the college campus provide uninterrupted power supply during power curtailment. Repair and maintenance of the electrical appliances and general lighting & wiring are undertaken as and when required by outsourcing expert agencies.

Full-time daily-rated/need-based workers have been assigned duties for the maintenance, cleaning and beautification of the college campus like maintenance of lawns and flora, cleaning of water tanks, proper garbage disposal, assisting maintenance of laboratories, library, etc.

Two full-time sweepers ensure regular sweeping and cleaning of the laboratories, classrooms, playfields, washrooms, library, multipurpose hall, staff rooms, parking area etc. to keep the college campus clean. NSS volunteers also organise regular cleanliness drives to keep the college premises clean and green.

- **Classrooms and Laboratories:** Facilities like seating arrangements, ICT facility, window panes, electric supply etc. in the classrooms are regularly monitored by the college development committee. Various laboratories of the college are monitored and maintained by the specific Laboratory Assistants with assistance of laboratory bearer and a daily-rated worker. Laboratory Assistant maintains the inventory in stock register, frequently checks the precision of the apparatus and calibrates equipments under the supervision of concerned teaching faculty. Repair/maintenance of sophisticated laboratory equipments is done by hiring technicians.
- **Library:** Library is managed by a qualified librarian, assisted by library assistant and library bearer. Library staff handles the maintenance of Accession register, Visitor log register, Issue/Return Register, and circulation of the books. Library Committee duly constituted every year holds regular meetings for improvement/updating of facilities provided by the library. The requisition of books/magazines/newspapers for purchase is taken from HODs' and faculty members and then got approved by the Principal for purchase. Suggestion Box is installed in the reading room to take users' feedback for improvement. To ensure return of books, NO DUES is mandatory for students and the staff members.
- **Computers** in the college have updated window defenders and anti-viruses. Computers in computer laboratory, Browsing Centre, laboratories etc are regularly monitored and maintained by full-time computer assistant under the supervision of HOD Computer Applications. Website Designing and Maintenance Committee comprising of two senior most faculty members of Computer Applications, and the Computer Assistant looks after the maintenance and updation of the website. Expert agencies are also outsourced for the maintenance of IT infrastructure and annual renewal/maintenance of college website.
- The spacious **Multipurpose Hall** of the college is properly maintained under the supervision of Physical Training Instructor (PTI). Several cultural activities, debates and competitions, celebration of important days, events, etc are organised in the hall by the duly constituted Cultural Committee and Literary Committee with assistance of NCC and NSS volunteers of the college. PTI guides the students in various sports activities and helps to groom their sporting talent. The cleaning, marking, levelling of sports/games playfields is a routine affair. The sports facilities are also regularly monitored and maintained/upgraded by the College Development Committee and the College Sports Committee. The Sports Committee promotes the indoor/outdoor games and encourages the students' participation in local, regional and national-level competitions.
- The college outsources expert agencies/firm/dealers for running **College Canteen** for students and the staff members by inviting tender notices. Canteen Committee ensures the cleanliness and hygiene in the canteen and the quality of food items served by conducting periodic inspections. Adequate steps like substitution of plastic plates with stainless steel plates, selling items packed in non-plastic material, discouraging single-use plastic, etc. are taken.

File Description	Document
Paste link for additional information	View Document

NAAC

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: 13.34

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
369	147	127	123	168

File Description

Institutional data in prescribed format

Document

[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: 13.48

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	96	434	231	205

File Description

Institutional data in prescribed format

Document

[View Document](#)

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

1. Soft skills

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

Response: B. 3 of the above

File Description	Document
Institutional data in prescribed format	View Document

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

Response: 0.58

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

2020-21	2019-20	2018-19	2017-18	2016-17
0	41	0	0	0

File Description	Document
Institutional data in prescribed format	View Document

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

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

Response: B. 3 of the above

5.2 Student Progression

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

Response: 0.36

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

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

File Description	Document
Institutional data in prescribed format	View Document

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

Response: 26.96

5.2.2.1 Number of outgoing student progressing to higher education.

Response: 110

File Description	Document
Institutional data in prescribed format	View Document

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

Response: 40

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
1	1	0	0	0

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

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

File Description	Document
Institutional data in prescribed format	View Document

5.3 Student Participation and Activities

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

Response: 16

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	5	11	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 establishment of student council in the college plays an important and integral role in the student community. A Student Council is a representative structure through which students in the college can become involved in the affairs of the college, working in partnership with the management, staff and students for the benefit of the college and its students. The student council acts as bridge between the student community and administration. It helps to communicate the various issues of the students and timely disposal of the same. It also helps to promote an environment conducive to educational and personal development and to support the management and staff in the development of the college. Government Girdari Lal Dogra Memorial Degree college has a very organized, effective and democratically elected Student Association. The student association has a elected members, comprising Chief CR and 2 CR's of each section (one elected and one academic which is the topper of the section). The chief CR is elected by the CR's. The student association is guided by the staff of the college and the Principal of the college. The college takes the student council representatives into confidence while taking decisions relating to the availability and quality of food items available in the college canteen, anti-ragging, transport facilities, sports, library etc. The student council members are also included in various committees such as discipline committee, Grievance redressal committee, tour and picnic committee, anti- ragging committee, etc.

The student association looks after the extra- curricular activities, hospitality issues and other cultural and academic events. The events include republic day, Gandhi Jayanti, independence day, teachers day celebration, inter- college and intra college events in different areas. These events encourage students to exhibit their talent.

File Description	Document
Upload any additional information	View Document

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

Response: 11.4

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	15	17	16	9

File Description	Document
Institutional data in prescribed format	View Document

5.4 Alumni Engagement

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

Response:

The aim of an alumni association is to incorporate the spirit of loyalty and strengthen the relationship between alumni and parent association. They are considered as motivational forces for the current students of the college. Well placed alumni have the capacity to make significant contribution for the betterment of the institution. Further, alumni community is a close and well knit body that always considers the growth of the institution as its major concern. Somewhere, these alumni also plays the role of mentors for the students in shaping their future cases. The college is yet to establish Alumni association. In this regard, the college organized the meeting of its alumni for the first time during the session 2018-19. While addressing the meeting, Prof. Subash Sharma, Principal of the College appreciated the participation of the alumni in the meet and assured the alumni that this healthy practice of organizing the alumni meet shall continue in future also. The meet was organized under the internal quality assurance cell in order to reach out to alumni of the college and make them aware about the various activities of the college has been undertaking since its establishment. A number of alumni spoke about the institution and share their life experiences.

They also make useful suggestion for the development of the institution. The College held its second alumni meet during the session 2019-20 in the college that was presided over by Dr. Tilak Raj Sharma, Principal of the College. Dr. Tilak Raj, Principal of the college apprised the alumni about the road map of the college for development and steps taken in that regard. He shared with the alumni, the information related to various achievements of the college. Speaking on the occasion Dr. P. Bambroo Coordinator of the college IQAC, dwelt at the length the initiative taken in the direction of promoting quality education in the college that comprise organization of guest lectures, introduction of technology based teaching pedagogies, transparency in internal assessment tests and access to e resources for faculty and students.

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

Response: E. <1 Lakhs

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

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

Response:

The college envisions to be seen as the vibrant multidisciplinary institution of higher learning in the union territory of Jammu and Kashmir and be preferred destination of students desirous of pursuing higher education with a cutting edge, and to be transformed from institution of learning to centre of knowledge. The aim is to provide high quality teaching, using modern technology driven pedagogies and introduce the courses in the light of their social acceptability and marketability.

GLDM Degree College, is a progressive students centred, co-educational college committed to providing quality and holistic education for all the students. The college was established in the year 2005. In 2012, the college was recognized by the UGC under section 2(f) and 12-B.

The College is affiliated to the University of Jammu. The College at present imparts instructions in streams like Arts, Medical, & Non-Medical for three years degree course. In addition to this the college has a distance education study centre functioning under the aegis of Indira Gandhi National Open University (IGNOU), New Delhi.

The Head of the Institution ensures utmost involvement of the staff by making them members of various committees that work towards performance of various policies and programmes of the college.

The Principal holds meetings with various committees, Heads of Departments, and students to review the activities and discuss the shortcomings and achievements.

Students are given numerous opportunities to develop themselves and learn leadership skills that will help them deal with their peers, team building, resource utilisation, confidence building, and so on.

Skill enhancement courses, which are an integral part of the curriculum, provided students with appropriate hands-on skills with a continuum approach, allowing them to be job ready in a competitive market with comprehensive specialisation, thus increasing the candidate's efficiency. The college has introduced 54 skill development courses, 17 Ability enhancement courses and 15 Generic courses at U.G. level.

The college fosters self-confidence, high self-esteem, and social skills in students by exposing them to various activities such as debate, quizzes, extension lectures, webinars, workshops, cultural events, and the invitation of great personalities such as scientists/social scientists, academicians, eminent scholars and philanthropists from various fields to interact with the students.

The administration encourages and supports staff involvement in the functioning of the college by recognising goals met and policies implemented. All faculty members are active participants in various committees to ensure the effective implementation of programmes undertaken.

Each committee comprises of convener and members. The various committees meet to discuss, decide on,

and implement healthy practises in order to help the institution grow in all aspects. The college's IQAC meets on a regular basis to monitor, implement, and facilitate healthy practises in the institution for quality enhancement. The Purchase Committee makes recommendations after careful consideration and facilitates the purchase of equipment and other necessary items for the college's smooth operation. The Development Committee recommends renovation, repair, and construction as needed for the Institution's qualitative, infrastructure, and academic growth. The Debates Committee organises debates, seminars, and workshops for as many students as possible. Other committees, such as the Cultural Committee and the Sports Committee remain active throughout the year, guiding and preparing students for various competitions and holding intra and inter college competitions. The Examination Committee is in charge of ensuring that the internal/external examinations run smoothly.

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 Principal, as the administrative head of the institution, has decentralized his powers among the various members of staff in terms of the formation of various committees such as development, purchase, stationery and printing, library, sports, students welfare, and so on, where the senior - most faculty member acts as the convener and a few faculty members act as committee members. Decisions concerning various committees are made in various meetings held from time to time in the presence of the Principal in the interest of the institution.

Decentralization is having a significant impact on elementary education policy, planning, and management. To promote the quality of education to all segments of the population in academic, social, and political areas, with the goal of developing responsible management. At the same time, decentralization is viewed as a means of improving the education system's efficiency and the quality of educational services. The college develops leadership at various levels. The Principal, Vice Principal, IQAC Members, teaching staff, non-teaching staff, supporting staff, student's union, student representatives, stakeholders, alumni, and various committees are all jointly empowered to propose, design, formulate, and carry out their plans within the framework of governance. Academic, administrative, NCC, NSS, and IQAC all collaborate to ensure the college's smooth operation and overall functioning.

Participatory management is practiced at the institution. The college provides all faculty members with a better opportunity to participate in decision making. The administrative and academic head is the principal, who is followed by department heads. The principal holds regular meetings with all department heads to discuss the institution's curricular and co-curricular activities.

One of the most important administrative concepts the college has implemented is that the college administration is managed by appointing teachers as conveners and members of various committees. This has shaped a sense of involvement and responsibility amongst all the staff members resulting in efficient management of the college. Committees have team from various departments. All functions involve many

staff members working in various committees and providing their individual creativity and skills.

The College has aimed webinar at State and National Level. The departments decided the subjects of the seminar in their departmental meetings. This is conveyed to the college head and specialists.

With the initiation of each academic year the deliberation is given on the regular lectures conducted by the staff, timely completion of the syllabus, guidance for better performance in the examination and providing best possible teaching learning environment. This is obtained from the general meeting of the Board as directed by the Head of the Staff Section. Employees receive motivation and support for each exercise.

File Description	Document
Upload any additional information	View Document

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

The college has a student-centered strategic plan that is framed in accordance with the institution's vision and mission. Following extensive consultation with various stakeholders, the college develops a development plan that is carried out through various committees in order to turn the institution's vision statement into a reality. The College Development Committee creates a long-term infrastructure plan for the institution based on the needs of the time and the institution's vision for the next five years.

One such initiative taken up by IQAC in 2019-20 where in a Sports Event, "Run For My Country", was organized by the department of Physical Education and Sports GLDM College Hiranagar on the first week of August 2019. More than 70 male and female Athletes participated in this event. The purpose of the Run was to celebrate 73rd Independence year of our country and sending a message to develop Physical and Social culture among the youths. Also the IQAC in collaboration with the Department of GLDM Degree college Hiranagar had organized sports festival in the year 2020 in which many college participated. The aim was to promote sports, national unity and integration among youths. In addition another initiative taken up by the IQAC in 2019-20 was to organize a sports festival in collaboration with the department of physical education and sports.

Second major initiative that was taken up by the institution was to celebrate Hindi Diwas in the year 2017. In this regard, the institution, and the department of Hindi had organized a major Kavi Sammelan in which 18 poets and 14 college students displayed their talent. The purpose of the event was to promote the Hindi language among students and the society at large as instructed by the government of India from time to time.

File Description	Document
Upload any additional information	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:

ORGANOGRAM OF THE INSTITUTION

The following Organisation Chart of the institution depicts the administrative hierarchy of the institution

GOVERNMENT OF JAMMU AND KASHMIR

|

HIGHER EDUCATION DEPARTMENT, J&K

|

PRINCIPAL SECRETARY/COMMISSIONER,

HIGHER EDUCATION DEPARTMENT, UT OF JAMMU AND KASHMIR

|

DIRECTOR COLLEGES,

UT OF JAMMU AND KASHMIR

UNIVERSITY OF JAMMU

|

|

GOVT. GLDM DEGREE COLLEGE, HIRANAGAR

|

PRINCIPAL

|

INTERNAL QUALITY ASSURANCE CELL (IQAC)

|

COMMITTEES OF VARIOUS ACTIVITIES

The institution's organisational structure consists of the Principal, who is the institution's head, as well as the drawing and disbursing officer. Different departments are run by HODs of various faculties/subjects in collaboration with faculty members. The college is run by the J&K Government's Department of Higher Education, and the department's administrator is the Principal Secretary/Commissioner. Through Director Colleges, the Principal communicates with the Principal Secretary. All faculty members, teaching and non-teaching, are subject to the Civil Service Rules of the J&K Government in terms of official and financial matters. Employees are recruited and promoted in accordance with J&K government guidelines.

The institution's organisational structure, which includes the governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, and promotional policies, and a grievance redressal mechanism. Response: The vision of the institute is to encourage students to create a Better Future, and the mission of the institute is well stated in order to achieve this vision. The college has also developed a vision and mission statement in accordance with the University of Jammu. As a Government College, the Government of Jammu and Kashmir is responsible for policy formulation in accordance with UGC guidelines. The decision is made at the appropriate level of the organisational hierarchy. According to University/Government guidelines, various committees such as IQAC, NAAC, Development, Cultural, Anti-ragging, Sexual Harassment, Discipline, and so on are also included in the organisational structure.

Various committees are constituted in the college for the smooth and proficient management of the institution. This also give the break to the faculty to grow and develop in the extracurricular activities/fields and administrative skills. The committees are constituted by the Principal for one academic year or until new committees are constituted.

Being a Govt. College the institution strictly chase the service rules according to the Govt. of J&K and UGC. The institution runs for 6 hours. The teaching and non-teaching faculty have the benefits of gratuity, Casual, Earned, Medical, Maternity, Paternity, Child Care and Compensatory leave, etc. Recruitment is done according to the norms of the State Govt. and UGC through Public Service Commission. Promotional policy is followed firmly as per the UGC norms.

File Description	Document
Upload any additional information	View Document

6.2.3 Implementation of e-governance in areas of operation

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

Response: A. All of the above

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

6.3 Faculty Empowerment Strategies

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

Response:

The Institute is constantly striving to motivate and empower faculty members in order to create a sense of direction and positive awareness in all aspects of the teaching-learning process. The college constantly encourages faculty to participate in various programmes such as national/international conferences, publications, and workshops. By involving faculty members in various committees, the college attempts to instil a sense of belonging in them. As the institution is governed by govt of Jammu and Kashmir, all the benefits pertaining to employees like GP Fund, Gratuity, medi-claim, casual leave, paternity leave, maternity leave, medical leaves, and other employee benefits are all available. The welfare measures initiative for teaching and non-teaching staff at Government Degree College, Kathua is based on UGC guidelines and instructions, as well as circulars approved by the Department of Higher Education, Government of Jammu and Kashmir.

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: 0.4**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	2	0	0	0

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

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).**Response:** 85.85**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
13	33	18	17	16

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

6.3.5 Institutions Performance Appraisal System for teaching and non-teaching staff**Response:**

For teaching staff, the institution follows the UGC-recommended Performance Appraisal System. IQAC directs all faculty members, via the principal, to complete a Performance Appraisal report at the end of each academic session. The performance for the same provides information about an employee's performance in terms of work load, books prescribed, professional development courses attended and organised, research publications, books and chapters authored, and so on.

- Teaching learning process evaluation Specific duties / tasks assigned by Principal.
- Major contribution for the benefit of student/ staff / Institute.
- Awards/ Rewards obtained by the faculty and staff. Contribution towards extracurricular and co curricular activities
- Execution of exam duties assigned by University of Jammu.
- Research contribution of staff in terms of publications and guidance provided to students for involvement in research.
- Some of the faculty members have been promoted as per the outcome of the performance in various committees.
- The APR are provided to all teaching and non-teaching staff on the basis of their performances in various committees, work and conduct, punctuality, teaching -learning methods, extra - curricular activities in institution by Head of the institution, every year in the format prescribed by Department of Higher Education, Government of Jammu and Kashmir.

File Description	Document
Upload any additional information	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

Financial auditing is an annual activity that the college performs on a regular basis. Annually, two types of financial audits are performed: one by the Finance Department of the State Government and the other by the Account General (AG). These auditors' questions, raised through various paragraphs, are properly answered. The AG reconciles the salary. Financial transactions are handled by the cashier and accountant. In addition, leadership establishes a committee to conduct internal financial audits. The committee goes over all of the financial documents. If a discrepancy is discovered, a question is raised for the specific person or department. This issue is handled by the college's accountant.

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 State Government provides special grants to the college to cover the costs of construction, repair, and renovation of the college building. In the event of a true emergency, the college Pool fund can also be used for the students' welfare and advancement.

In one such practise, the college initiated the creation of a browsing centre; in this regard, the institution's purchase committee purchased 12 Acer AIO versions for Rs 6, 11,879 in the month of April 2021. When the items/products were received, the technical committee certified them. The details on Invoice No. 410 dated 04.03.2021 at S.No. 1 where it was purchased/procured on requisition of the coordinator duly recommended by the convenor purchase committee and procured through Gem portal are technically examined and found strictly in accordance with contract No. GEMC-511687799639252 dated 28.02.2021. The browsing centre was established in order to adopt and implement technology for the advancement of education.

Another practise was the purchase of over 5213 new books for the college library at a cost of Rs.23,55,529 (twenty three lacs fifty five thousand five hundred and twenty nine) over the last five years. For example, in 2021-22, 1111 books were purchased. The goal of the institution is to strengthen the knowledge system.

File Description	Document
Upload any additional information	View Document

6.5 Internal Quality Assurance System

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

Response:

The IQAC develops a plan of action to improve quality at the start of the year, with the goal of completing it by the end of the year. The plan of action includes things like library improvement, the introduction of new subjects, skill development courses, and so on. IQAC also encourages teaching faculty to seek

resources from the UGC and other funding agencies. It even prepares students, particularly those from rural areas, to excel in the global world.

The Internal Quality Assurance Cell (IQAC) of the institute has been trying to develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution and to promote measures for institutional functioning towards quality enhancement through internalization of quality culture and best practices.

To ensure that teachers are involved in professional development, IQAC collects faculty members' annual Self Appraisal reports for transformation to higher authorities. In addition, IQAC organises seminars, workshops, and conferences within the institution. Encourage faculty to attend refresher and orientation courses as well.

IQAC also proposes using modern technological methods for teaching, such as ICT and smart classrooms.

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:

The heads of various departments keep an eye on how the classwork, both theoretical and practical, is going. To ensure that it is on par with UGC, IQAC organises an annual Board of Studies for all subjects. IQAC ensures that ICT is used to improve the teaching-learning process. At the end of the semester, students provide confidential feedback on the teaching methods used, the syllabus covered and revised, and so on.

Before commencement of the term, academic calendar is equipped and IQAC ensure that the activities are conducted as per plan. IQAC monitors class wise, faculty wise and subject wise instruction delivery.

IQAC monitors the response system and takes appropriate remedial actions. In addition to this, Annual Performance Indicator Performa of the faculty member is evaluated by the IQAC of the institute. Based upon these evaluations, remedial measures are taken to improve the quality of teaching and learning.

6.5.3 Quality assurance initiatives of the institution include:

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

Response: C. 2 of the above	
File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format(Data template)	View Document

NAAC

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

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

Response:

Safety and security: The College is very dedicated regarding safety and security of the girl students and women faculties. The college has discipline committee for continuous monitoring of the security on the campus. The complaints related to the violation of disciplines are reported to the concerned staff and placed before the Principal and the members of the discipline committee. The college campus is fully covered with sufficient light. Security personnel are deputed on the entrance gate for regular monitoring of outsiders. College has only one functional entry/exit gate, which provides physical security and safety to students.

Various committees have been set up in the college to meet the need of safety and security. College Grievance Redressal cell, the internal complaint committee, Discipline committee and Anti- ragging committee is there which works to free the campus from violence and ragging. The college staff has been assigned campus supervision to maintain discipline in the campus. The college has adopted mentor mentee scheme to solve the individual problems both academic and personal of the students. The staff members strive to solve all kinds of problems of the students. College organizes lectures on gender equity to create awareness among students.

Counselling: Counseling plays a very important role in managing emotional, psychological health and overall development for a lifelong wellness. It also caters the professional, personal and social needs of the students. Women cell of the college organizes all important activities associated with the counseling of the students. Formal and informal counseling is done in the college. Staff members motivate the students to improve their overall personality by participating in various activities organized by the college. Staff members inspire the students of downtrodden and weaker section to come to the main stream of the society. The college has counseling cell and Women cell especially for girl students which provide counseling to students from time to time particularly at the time of admissions.

Common room: College also provides the facility of girl's common room, which girl students can avail during their free time to study and interact with each other. Girl's Common has all essential amenities.

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

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

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:

Efforts are made for management of different types of waste generated within the college campus. Staff members motivate the students to use dustbins for disposing off waste and to avoid the use of plastic and polythene. Various programs and cleanliness drives are conducted by NSS and NCC volunteers to make students aware about the threat caused to environment by the waste generated in our localities. Waste management is necessary for keeping the campus clean and hygienic.

Solid Waste Management- Dustbins are placed separately in all the departments of the college and various other locations of the campus. Solid waste in the form of biodegradable and non-biodegradable waste is collected in different dustbins. Every day collected waste material is dumped in pits located in the college premises.

Liquid Waste Management- The institution provides facility for the management of liquid waste generated in the laboratories, washrooms, toilets in the form of septic tank. Liquid generated through washing, cleaning and urination is safely disposed of in the septic tank.

E-waste management- Since the college is at its growing stage, having no separate provision for disposal of E-waste material.

File Description	Document
Geotagged photographs of the facilities	View Document

7.1.4 Water conservation facilities available in the Institution:

1. Rain water harvesting

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

Response: D.1 of the above

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

7.1.5 Green campus initiatives include:

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

Response: A. Any 4 or All of the above

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

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

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

Response: D.1 of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	View Document

7.1.7 The Institution has disabled-friendly, barrier free environment

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

5.Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

Response: D.1 of the above

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

7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).

Response:

This is the only college in the town. Most of the students taking admissions in the college are local and belong to the nearby villages. As per government rules the admission process is carried out. Enough care is taken for specific earmarked seats of each category are filled up. In major extension activities local citizen's participation is commendable. The flex board of environmental awareness, social harmony, unity and values are displayed in the college campus. The college is playing an effective role of catalyst in the town to maintain the peace and national integration. The college regularly organizes different activities for inculcating the values of tolerance, harmony towards cultural diversities. Our college belongs to the rural background. Its activities have a very positive impact on the society's cultural & communal thoughts directly.

The College has implemented several measures to make the college an inclusive campus:

College strictly follows the reservation policies laid out by the Government of India for admissions of students. The college has different committees to ensure parity and transparency during admission process.

The college also promotes several financial assistance/scholarships provided by the Government of India, state governments and non-governmental organizations to facilitate access to financial assistance among students.

Mentor-mentee meetings are held regularly and students are encouraged to share their problems – academic or personal – with their mentors.

Teachers adopt bi-lingual mode of teaching, wherever required, to assist students with linguistic challenges. This helps students enhance their academic performance.

All Festivals like Diwali, Baisakhi, Eid and Lohri are celebrated with equal fervor.

The college promotes linguistic diversity through different events like Hindi Department celebrates Hindi Diwas with a range of events; Dogri Department celebrates Dogri Manyata Diwas for upliftment of Dogri Language.

College also organized a peace rally to celebrate swachhata pakhwara under the aegis of Azadi ka Amrut Mohatsav.

File Description	Document
Any other relevant information.	View Document

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

Response:

College organizes activities that strengthen our constitutional values and deepen our allegiance and responsibility towards our nation. The National Service Scheme (NSS) and National Cadet Corps (NCC) are two integral bodies that commit to programmes and activities to inculcate constitutional obligations and patriotism among students and staff.

Programmes instilling citizens' responsibilities

The college fosters community responsibility by organising blood donation camps routinely. In every camp, volunteers donate blood. They also organise book, food and clothes donation programmes regularly. Collection desks are set-up in college and collected items are distributed amongst the people from marginalised background.

The college renders national service by organising road-safety awareness programmes routinely. Students are informed about traffic rules and regulations and instil the importance of safeguarding human life.

To promote a sustainable environment, Swachh Bharat campaigns and Tree Plantation drives are organised. As part of the campaigns, environmentally safe practices such as plastic ban, water conservation, waste segregation, cleanliness and anti-pollution campaigns are implemented regularly.

To protect human lives during covid-19 pandemic the college organized several awareness programmes for locals to make them aware about the importance of social distancing.

The College organises a seminar on "Intellectual Property Rights" to create awareness about copyright, plagiarism, patenting, trademark, and several other related aspects to cultivate professional ethics. The college promotes linguistic diversity and cultural plurality by organising programmes such as cultural programmes, Hindi Diwas and dogri manyata diwas.

Democratic values

The college enshrines the sovereign and democratic values of our nation by commemorating the Independence Day and the Republic Day annually.

Constitution Day is celebrated every year in the college to increase political consciousness among students.

Army Day is observed to pay tribute to the Indian Army for their relentless service to this nation.

Voter's Day and Voter's Awareness Programmes are organised in the college to create awareness of youth towards their constitutional rights and duties.

National consumer rights day is also celebrated in the college every year by organizing seminars and road show to make local people aware of their rights as consumer.

Citizens' rights

Legal rights awareness programmes are organized to spread awareness among students of their constitutional rights.

The college facilitates and conducts Student Union elections every year to ensure a democratic and safe space for students to voice their concerns.

File Description	Document
Any other relevant information	View Document

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

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

Response: D. 1 of the above

File Description	Document
Code of ethics policy document	View Document

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

Response:

College celebrates national and international commemorative days to inculcate constitutional responsibilities, to instil patriotic spirit and to foster unity among fellow citizens

Independence Day and Republic Day are celebrated in the college by hoisting the Indian flag every year.

Hindi Diwas is celebrated on 14th September every year to celebrate the adoption of Hindi as the official language of the country.

International Women's Day is celebrated on 8th March. On this occasion, various competitions are organised in the college to celebrate women-power and to address issues related to gender disparity and promote gender equity in our society.

Army Day is celebrated every year.

National Youth Day is celebrated every year on 12th January to commemorate the birth of Swami Vivekananda. Debates, essay writing, extempore competitions are organised to spread the messages of Swami Vivekananda amongst the youth.

International Yoga Day is celebrated every year on 21st June to mark the practice of self-discipline and tradition of well-being continuing for thousands of years in India.

Gandhi Jayanti is also celebrated with great enthusiasm. Peace rally, poster making competition, slogan writing completion, webinars and Cleanliness Drive or Swachhta Abhiyan has been organized by College on 2nd October (Birth of Mahatma Gandhi), where all college staff members along with students march in the entire campus, cleaning the campus.

Red ribbon club of the college celebrates world AIDS Day every year.

On 5th September, college campus celebrate Birthday of Dr. Radhakrishnan's as Teacher's Day with great fervour. The students organize a cultural programme for the teachers and the Guru-Shishya parampara is celebrated.

Important environment-related days are commemorated at College to heighten awareness about the

importance of safe environment and conservation of natural resources. World Environment Day is observed every year on 5th June. Various competitions like poster making, slogan writing, essay writing, etc. are organized on this occasion. A tree talk was also organized by the college on international day for biodiversity conservation. Webinars were organized by college on world soil day and international mountain day.

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:

Practice 1:

Title: UNIFORM AS BEST PRACTICE

Objective of the practice: As the college is located in rural area and most of the students in the college belong to weaker and backward (either economically or socially) section of the society. Uniform gives identity to students and the institution. Following are objectives of college uniform.

The main objective of introduction of uniform is to maintain discipline, cleanliness, identity and a sense of equality among the students irrespective of their religion, cast, creed and economic status.

To help establishing an environment of learning, self-confidence and responsibility

To keep students safe and focused on academics.

To get discounts/concession on coffees and fast food point, and even travel easily.

To take less time getting ready for college.

To save time and money for shopping new uniform. To differentiate between students and teachers.

To differentiate between students and teachers.

To keep check on outsiders at entrance of the college.

The context: GDC Hiranagar is located in rural area of the state. Most of the students enrolled in the college are from different economic and social back grounds. Thus uniform inculcates the feeling of equality among the students. It reinforces the idea that wearing uniform creates equality among students despite of diversity of races and cultural backgrounds. Uniform culture also helps to maintain discipline, college culture, a sense of belongingness towards the institution, focusing on academics etc. within the campus. Sometimes outsiders create indiscipline in the college campus; identity cards help the institution to keep check on outsiders at entrance of the college. It also helps to curb negative behaviors associated with student dress such as teasing, gang related activity, violence and also prohibit clothing with advertisements or depiction of drugs, alcohol and tobacco products or displays of offensive messages. Uniform and Identity card also help the law and order agencies while dealing with the culprits. Parents benefit because they are no longer pressured to buy the latest fashions and they spend less on their children's clothing.

The practices: The Govt. Degree College Hiranagar, is a co-educational institution where there is a provision of uniform for both male and female students. The NCC cadets, NSS volunteers and sports

participating students also have the provision of separate uniforms. The facility of the uniform in the college helps in identifying outsiders among the college students. College authorities have made sure that the uniform and identity card practice is fully adhered to. All the NCC activities are performed by wearing proper NCC uniform. Every student has to carry I-Card provided by the college. Students participating in sports category outside the college are instructed to wear proper sports uniform. Security arrangements have been made at the entrance of the college to keep check on outsiders. The college discipline committee also plays a vital role in ensuring that the students wear a proper uniform along with the identity cards. The college pictorial board also regularly rounds the college on daily basis to ensure proper uniform and maintain discipline in the college. This practice also helps in keeping a check towards the outside elements and prevents them from any untoward activities.

Evidence of success: This practice improves the teaching learning experience and helps students to concentrate on their studies. By adopting these practices students get more time to focus on study and extra-curricular activities and also help students to perform academically better. It also helps in lowering the impact of income inequality and every student considers themselves to be an important part of the institution. So far there has been no complaint received regarding discrimination of caste, religion or poverty. Being in uniform students get concessions/ benefits exclusively meant for their class. Students of the college feel more secure and safe as there is no interference of outsiders in the college. It plays an important role in maintaining safe and healthy learning environment in the college and adds to the reputation of the institution. It creates a social uniformity among students which help in developing team spirit in them.

Problems Encountered & Resources Required: Although some students are of opinion that it restrict student's right of expression and the ability to experiment on oneself to develop their own identities and creativity, but majority of the students and teachers have a positive attitude towards uniform. The college makes extra efforts to maintain uniformity among the students in case any problem arises. College also requires permanent security personnel and college employee at entrance of college to keep check on students.

Practice 2

Title: Empowering the girl students. The aim of the college is to educate and empower the girl students who come from diverse backgrounds like under-privileged, economical weaker classes and far flung areas etc.

OBJECTIVES:

1. To provide equal opportunity and gender equity in the society.
2. To provide quality teaching and develop competencies in ICT to meet global standards.
3. To motivate the girls for their future journey as entrepreneurs & enabling them to pursue their dreams and become financially self-sufficient.
4. To promote physical health.
5. To encourage healthy and friendly discussions in the classrooms.
6. To imbibe in them human values.
7. To provide individual mentoring and counseling.
8. To take the suggestions and feedback from students.

CONTEXT: The vision and mission of the college is to impart value based higher education to youth through academic pursuit for excellence, community involvement, through various skills and empowerment of women.

PRACTICE: The College has devised many strategies for achieving this goal.

The college has introduced many skill enhancement courses. In 2017, College introduced 12 skill enhancement courses under CBCS system to make students skill oriented and self-reliant.

The College has also introduced innovative teaching-learning methods where the students learn by doing the things practically.

Through constructive feedback, and open discussions, the college has managed to uplift the morale of the most underprivileged students to make them more self-reliant.

Blog boxes or suggestion boxes are installed at various places around the campus wherein the students can fearlessly/secretly put their ideas and concerns without disclosing their identity.

The students well-being is promoted by encouraging them to participate in sports, yoga classes and NSS.

Email, Whatsapp and Phones: The use of technology/ social media is another efficient mechanism that helps for achieving different levels of communication within the student peer groups & between students and teachers/ authorities.

Programmes on Gender Equality, save girl Child, International women day are also celebrated every year in the college to impart awareness among girls student.

Grievances redressal Cell and Sexual Harassment committee are formed to redress the grievances of girls' student timely.

EVIDENCE OF SUCCESS:

Our Girls students are excelling in all the areas and every year good number of students are meritorious.

Alumni of the college are well placed in Government and private sectors e.g. Higher Education, School Education, Administrative Departments, Police, Banks and Army etc.

Students have been awarded gold, silver and bronze medals in sports and cultural activities at district and state levels.

Being a co-education institution, about 70% of total students in the college are girls and most of the students participated in sports and cultural activities were girls.

Two girl students of science stream of our college have bagged first and seventh position in University of Jammu final result declared recently in October, 2021.

PROBLEMS ENCOUNTERED & RESOURCES REQUIRED:

Every year because of the increase in number of students, the college is short of infrastructure, particularly the ICT infrastructure, for which the proposals regarding additional class rooms and labs are mooted to the government for approval and sanction.

File Description	Document
Any other relevant information	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:

The Govt. Degree College Hiranagar is situated about 1 km from National Highway. The college started functioning regularly in 2005. It caters quality education to the students of rural and border areas of Hiranagar and its adjoining areas. The majority of student belongs to rural background and they are not aware of quality education. No case of sexual harassment as well as ragging is reported from the college so far which is positive sign for attracting female students from these far flung areas. During the previous

period students of Hiranagar used to pursue their education in the colleges of Kathua and Jammu, but with the establishment of Govt. Degree College Hiranagar students are availing the benefit of higher education at their doorstep in the respective college. The teaching faculty of the college is highly qualified, dedicated, and devoted to provide the quality education to the students. Although the infrastructure of the college is still getting upgraded but despite of all these constraints it does not fail to provide safe and congenial environment for imparting quality education. Various prescribed skill enhancement courses are being taught for the overall development of the students. The college also provides well equipped ICT lab which enables the students about the awareness of multimedia, MS word, power point etc. Seminars, debates and symposium are also conducted for the overall development of students, teaching and non-teaching faculty. To create interest among the students about the field knowledge, the college administration regularly arranges field, industrial, zoological, botanical and geographical trips. The institution also makes an attempt to carry economic and social surveys in the adjoining areas. To further enrich and broaden the spectrum of knowledge among students, a series of guest lecture have also been arranged by IQAC. The college provides sports activities like volleyball, kho-kho etc. to the students and they are also encouraged to participate in various co-curricular activities at inter-collegiate /University level.

The college website is maintained by the Computer Applications Department so as to maintain the transparent functioning of academic, financial and extracurricular activities. The student welfare and scholarship committee of the college provides the benefits of scholarship to the aggrieved students. The NSS and NCC unit of the college conducted a large number of extension and outreach activities such as Swachh Bharat Abhiyan, Essay, Poster and slogan writing competition etc, in order to aware them to become responsible and good citizen. The college bus committee provides the bus facility to the students at very nominal fare.

In the last, the infrastructural development of the college is in progress and shall continue to work for the welfare of the students in particular and society in general as per the future demands.

5. CONCLUSION

Additional Information :

GLDM Degree College is a Govt Degree College that is governed by the State rules as per the CSR and Higher Education Department Rules. As a Govt Educational Institution, the college Administration has to seek approval from the State Administrative Department for initiating any new developmental activity or for purposes of introduction of new courses or programmes and also approval for affiliation from University of Jammu. If permitted, the college plans to introduce B. Com and B. C A depending upon the sanction granted to proposal for construction of new block that shall be housing 7 class rooms and 3 labs.

Besides, the enrollment in the college being predominantly that of girl students, the college plans to submit a proposal to UGC for establishment of women study centre.

The college has the distinction of also running the IGNOU study centre, thus facilitating the students to avail the facility of distance mode education who are otherwise unable to pursue as regular students

Concluding Remarks :

The college is alive to its responsibilities and expectations of the stakeholders. We believe that students are our purpose and nurturing their talent and shaping their academic pursuit is what our efforts have to be directed at. In this regard, enriching academic milieu, furthering a conducive, friendly and congenial work culture for both teachers and non-teaching staff, continual augmentation of infra structure and keep introducing the new market oriented and relevant courses are the part of the perspective college planning.

This is our conviction that our students if provided a platform to perform, shall excel without doubt. Thus college attaches great importance to organization of seminars, symposia and conferences to expose the students to such academic culture and also facilitate the transfer and percolation of knowledge. Mobilization of funds in this regard, is central to all initiatives of academic interest for an institution of higher learning, particularly the one that has just crossed the infancy stage.

Gender sensitization and prevention of sexual harassment of students and staff receives due attention in institutional policy. The institution realizes that faculty welfare measures assume great significance and the interest of academic growth and development is taken care of by facilitating the teachers to avail FIP and FDP.

The college plans to strengthen the participatory role of students in contributing to all-round development of this institution. Besides, reaching out to underprivileged section of society in slum areas with the objective of creating awareness about SWACHITA, AIDS, Eco-conservation, prevention of infectious diseases, and extending help to school going students by providing them books and stationery, shall continue to be among the core values of the college.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
2.3.3	<p>Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year)</p> <p>2.3.3.1. Number of mentors Answer before DVV Verification : 30 Answer after DVV Verification: 28</p> <p>Remark : DVV has excluded those teachers has left the college.</p>																				
2.4.3	<p>Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)</p> <p>2.4.3.1. Total experience of full-time teachers Answer before DVV Verification : 155 Answer after DVV Verification: 90</p> <p>Remark : DVV has excluded those teachers experience has left the college.</p>																				
3.3.2	<p>Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years</p> <p>3.3.2.1. Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years. Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>2</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>1</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Remark : DVV has considered only awards certificates shared by HEI.</p>	2020-21	2019-20	2018-19	2017-18	2016-17	1	2	0	0	0	2020-21	2019-20	2018-19	2017-18	2016-17	1	1	0	0	0
2020-21	2019-20	2018-19	2017-18	2016-17																	
1	2	0	0	0																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
1	1	0	0	0																	
3.3.3	<p>Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years</p> <p>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 Answer before DVV Verification:</p>																				

2020-21	2019-20	2018-19	2017-18	2016-17
14	8	12	4	7

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
4	1	3	0	0

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
1671	992	1486	469	931

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
501	140	369	0	0

2.Extended Profile Deviations

ID	Extended Questions																				
1.1	<p>Number of full time teachers year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>28</td> <td>27</td> <td>29</td> <td>27</td> <td>12</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>28</td> <td>27</td> <td>28</td> <td>27</td> <td>12</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	28	27	29	27	12	2020-21	2019-20	2018-19	2017-18	2016-17	28	27	28	27	12
2020-21	2019-20	2018-19	2017-18	2016-17																	
28	27	29	27	12																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
28	27	28	27	12																	