YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	GOVERNMENT DEGREE COLLEGE POONCH
• Name of the Head of the institution	Prof. Mussaraf Hussain Shah
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01965220231
• Mobile No:	9419601920
• Registered e-mail	degreecollegepoonch@gmail.com
• Alternate e-mail	iqacpoonchcollege@gmail.com
• Address	Near Bus Stand Poonch
• City/Town	Poonch
• State/UT	Jammu and Kashmir
• Pin Code	185101
2.Institutional status	
• Type of Institution	Co-education
• Location	Semi-Urban
• Financial Status	UGC 2f and 12(B)

• Name of the Affiliating University		**University of Jammu**
• Name of the IQAC Coordinator		**Prof. Khadam Hussain**
• Phone No.		**01965220231**
• Alternate phone No.		**8082327419**
• Mobile		**9419181277**
• IQAC e-mail address		**iqacpoonchcollege@gmail.com**
• Alternate e-mail address		**degreecollegepoonch@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)		https://www.gdcpoonch.co.in/
4.Whether Academic Calendar prepared during the year?		**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:		

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B+**	**2.71**	**2017**	**02/05/2017**	**01/05/2022**

6.Date of Establishment of IQAC	**29/07/2010**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	**Salary 2202**	**JK Govt.**	**2020-21**	**71994000.00**
Institution	**NPS**	**JK Govt.**	**2020-21**	**2487000.00**
Institution	**T.E. (002)**	**JK Govt.**	**2020-21**	**19000.00**
Institution	**Telephone(006)**	**JK Govt.**	**2020-21**	**75000.00**
Institution	**Electricity (008)**	**JK Govt.**	**2020-21**	**14600000.00**
Institution	**Rent Rates and**	**JK Govt.**	**2020-21**	**969000.00**

	taxes(009)			
Institution	Material and supplies(010)	JK Govt.	2020-21	2200000.00
Institution	Books and Periodicals (011)	JK Govt.	2020-21	700000.00
Institution	Machinery and Equipment (020)	JK Govt.	2020-21	1250000.00
Institution	Camps, Seminars and conferences(022)	JK Govt.	2020-21	122000.00
Institution	MH-2202 Furniture	JK Govt.	2020-21	400000.00
Institution	MH-2071 Leave Salary	JK Govt.	2020-21	2200000.00
Institution	Medical Reimbursemen t	JK Govt.	2020-21	500000.00
Institution	MH-4202 Works	JK Govt.	2020-21	39216000.00
Institution	Office Equipments & Appliances	JK Govt.	2020-21	385000.00

8.Whether composition of IQAC as per latest NAAC guidelines	Yes	
• Upload latest notification of formation of IQAC	View File	
9.No. of IQAC meetings held during the year	06	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	

• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**	
• If yes, mention the amount		

11.Significant contributions made by IQAC during the current year (maximum five bullets)

•The IQAC Cell of the College start Preparation and submission of Self Study Report for Cycle-II • The IQAC Cell of the college extended full support and cooperation to college Library in installation of Library Automation System. • The IQAC Cell of the college facilitated procurement and installation of CCTV Camera, ICT gadgets like IFPD, Inverter Battery backup in the classrooms to enhance teaching learning activity • The IQAC take initiative to repair , renovate and face lifting of the existing infrastructure of the college

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
Constitution of Clubs and Societies	Scientific temperament among the students and Green club was constituted so as to love and care the Green earth
Installation of CCTV Cameras	For overall security of the college, CCTV Cameras were installed
Organization of Prize Distribution-cum- Annual Day Function	To acknowledge the contributions made by outstanding students and faculties, the event was organized with zeal and zest
To celebrate the important days Conduct Seminars/ Symposia/ debate/ Quiz and essay writing/ other co-curricular and extracurricular activities	Republic day, Independence day, No-Tobacco Day, Gandhi, Jayanti, National voters Day, Constitution Day, Teachers, Day, NSS Day, Sir Sayed Day, World AIDS Day celebrated in the

	college and students and staff participated with zeal and zest The college encouraged the students for co-curricular and extra-curricular activities and a good number of students participated in these activities during the academic session 2020-21
Participation of students in sports activities	Working in line Khelo India, the physical Education Department of the college make the students to participate in sports activities in and outside the campus
Library Automation	Work in Progress
To Establish Browsing Center	Procurement of materials for establishment of Browsing Center is completed
To Establish Smart Class Rooms and Smart Labs	Executed Successfully
Procurement of materials	A considerable numbers of computers with accessories, furniture, laboratory equipment and other material was purchased for the conducive teaching learning atmosphere in the college

13.Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
College Advisory Body	24/12/2021

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020-2021	07/02/2022

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	04

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	1901

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	983

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	622

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	46

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	**102**

File Description	Documents
Data Template	<u>View File</u>

4.Institution

4.1 Total number of Classrooms and Seminar halls	**22**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**47997696**
4.3 Total number of computers on campus for academic purposes	**50**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The college is affiliated to University of Jammu and adheres to the curriculum designed and prescribed by the University of Jammu. However, the curriculum is operationalized keeping in mind the requirements and resources of the college. Every HoD of respective department is member of board of studies and thus took part in designing of the curriculum. With the objective of achieving excellence in education, the institution ensures the following:

- Academic calendar is prepared at the commencement of the academic session depicting schedule of class work, internal assessment tests, examinations and other curricular activities.
- Along with general time table of the college, each department is asked to prepare its individual departmental time table so as to allocate the theory and laboratory courses to faculty members according to skills and relevant experience. As students of this college coming by commuting daily from distant places, the time table is framed in such a manner that

it remains convenient even for long distance commuters to attend all their classes.

- Workload for each subject is calculated and accordingly full-time teachers/guest faculty is engaged on the basis of requirement.
- In order to maintain the student-teacher ratio as per the norms of Higher Education Department the students are allotted various sections based on the respective strength in various courses.
- Students are taught by using modern ICT tools in order to make the teaching interactive.
- Apart from this teaching faculty is regularly encouraged to attend refresher courses, general orientation courses, FDPs and participate in seminars / conferences / workshops etc. to keep their knowledge updated.
- Regular feedback is taken from students both formally and informally regarding different aspects of curriculum.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://www.gdcpoonch.co.in/pdf/Academic%20Calendar%202020-21.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The institution strictly adheres to its own academic calendar with respect to continuous internal evaluation within the broader contour of affiliated university calendar. This calendar is encapsulated in prospectus of the institution and uploaded on college website before the start of each session for its wide circulation. For the sake of execution of planned activities well in time, our academic calendar depicts schedules of;

1. Orientation Programs in the classes by the teachers i: e about scheme of examination.
2. Curriculum and Co-curricular Activities.
3. Celebration of all international and national days.
4. Conduct of internal evaluations (internal assessment theory as well as practical).
5. Tentative dates of external examinations (theory as well as practical).

From the beginning of each session all faculty member conducts their theory and practical classes of the students smoothly according to the institutional master time table. These timetables are uploaded on website and displayed on notice boards, which helps in monitoring the regularity of classes. Timely completion of syllabus, revision and internal evaluation are carried out in compliance with the schedule listed in the academic calendar.

Final internal assessments are duly signed by teacher in charge, Head of department and principal. Thereafter it is subjected to for verification by an external committee duly constituted by the university.

All faculty members participate in the central evaluation process to ensure timely declaration of results of university examinations. This facilitates commencement of the new session as per schedule.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://www.gdcpoonch.co.in/pdf/Academic%20Calendar%202020-21.pdf

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 year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

04

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

01

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

75

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

75

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

Enrichment through curriculum

Government Degree College Poonch is affiliated to the University of Jammu. The college has introduced many courses that towards instilling professional ethics, gender equality and human rights, and sensitivity to environmental concerns among students may classify as:

Gender Sensitization:

· A skill course in B. A Semester 3rd sociology titled 'Gender Sensitization' has been introduced to make students aware about the problems and issues related gender inequality and remedial measures thereof.

· In Political Science subject also, we have number of topics like Feminism and women Issues that directly deal with gender sensitization and gender issues.

Human values and Ethics:

· In the course of Education, Political Science and Arabic we have number of topics that deal with the human values and ethics like Indian Social Institutions, Indian Culture, Family, Human Rights, Gender and Environment.

Environmental Consciousness:

· There are two compulsory courses on Environmental Science which are taught in the first two semesters of all programs in our college. The prime focus of which is to educate the students about the damage being done to environment, rising challenge of climate change, and the ways and means to reverse this trend. In addition to these, there is an optional skill course on 'Solid waste management in semester 3rd for all programs.

Enrichment through various co-curricular activities

· The college organizes several co-curricular activities to promote the awareness on gender sensitization, human values, ethics and

environmental consciousness among the students.

Promotion of gender equality and social justice

In order to strengthen the gender equality and social equality among student's community, our college organize several symposiums and debates competition on the said issues. Women Empowerment Cell of the college every year celebrates the international women day and organizes seminars/symposiums/poster making competitions on the themes like Problems of woman in 21st Century, Beti Bachho Beti Padhao, save girl child, female infanticide etc.

Promotion of environmental responsibility

The college strives to promote the environmental responsibility through the Eco Club and NSS. Various activities like cleanliness drive, tree-plantation, creating habitats for birds, quiz, extension lectures are continuously organized by these committees to bring awareness and sensitivity among students and faculty of the college.

Seminars/Debate/poster competition

The women empowerment cell, NSS, NCC, cultural and literary committees and psychological counseling cell of the college from time to time organize several programs on the issue related to women empowerment, gender equality, sustainable agriculture, deforestation, and plantation drives are organized within the college campus. The college has played a very active role in Swachh Bharat Abhiyan.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

0

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**B. Any 3 of the above**

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows	**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.gdcpoonch.co.in/pdf/Alumni%20Feedback%20%20Poonch%202020-21-converted.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

930

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

876

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

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

Govt. Degree College Poonch assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners. The institution has a well-established mechanism for undertaking different programmes in order to help the poor learners cope with the educational process. The students who relatively are perceived to be requiring special attention like students of weaker sections of society, intellectually disable, advanced learners and other students who require special attention. These students are identified by various subjective assessment processes by teachers, parental recommendations, low-performers in semester end results. After assessment and identification, these students are taken care of their special educational and instructional needs in Mentor-Mentee system. The notice in this regard is circulated among teachers for anonymous submission of the list of such students. Later teachers are guided to organize additional classes and learning resources to such students.

File Description	Documents
Link for additional Information	**Nil**
Upload any additional information	[View File](#)

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

Number of Students	Number of Teachers
1901	**47**

File Description	Documents
Any additional information	[View File](#)

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

College has always remained active to initiate and focus on the student centric teaching-learning methods which help a lot in attaining learner autonomy and independence.

Student activity

To boost the participative learning, the students are encouraged to participate in various activities organized by their concerned Department and present novel ideas and information gathered from different sources. Teachers encouraging students to make presentations on various conceptual topics related to their course work. This increases the knowledge of other students and integrates them as an information sharing unit within the college. Participative learning is imparted through group discussions and faculty student interactions on regular basis. Various seminars, workshops and lectures are conducted from time to time to enhance the participative learning of students. Test series and regular assignments are conducted in order to acquaint students with problem solving methods.

In order to keep students updated with the current affairs and others sources of knowledge; the students are given free access to internet where they surf through various websites to increase their knowledge base. In this way, ICT is fully integrated with the teaching system. The University also engages the students in the collaborative team work characterized by the blend of ideas and greater comprehension. The students are made into groups and given a task which they have to accomplish in a stipulated time. In this way they are given freedom to use personalized technology and enhance their decision making power.

Teacher activity

The following measures are in place which has been adopted by the teachers to ensure enhancement of learning experiences:

- Lecture method is adopted by all the faculty members. This method facilitates the teacher to interpret, explain and revise the content of the text only for better understanding of the subject by the learner.

- The interactive method makes learning easy and interesting with greater participation of students by motivating them to take part in group discussions, role play, subject quiz, news analysis, educational game, discussion and question and answer sessions.
- ICT enabled teaching includes wi-fi enabled projection facility, language labs, smart class rooms, E-learning resources. Virtual class room links the guest lecturers of eminent to develop their core knowledge in the subject.

- The case study analysis and discussion methods are being opted in the Departments where students gain skills in critical thinking, communications and group dynamics.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Teachers of the College try to make the best use of the technology in their teaching process. Teachers have the knowledge and skills to use new digital tools to help all students achieve high academic Standards. ICT has enabled better and swifter communication; presentation of ideas in an effective and relevant way. It is an effective tool for acquiring information from multiple sources to help Students to enhance their knowledge database.

- The College has a Wi-Fi Enabled Campus which helps the teachers and students to stay Connected to the internet and learn and teach the updated information. The college has ICT Enabled Classrooms having Desktops, Laptops, Projectors which helps in the e-learning Process. Some teachers use and share E-books which are very useful for the students as they are handy and saves the cost of buying the physical books. Teachers use microphone-Connected speakers to enable them to reach to all the students in the classroom effectively.
- The college has an Automated Library which enables the students to find the location of the Books easily. The library provides accessibility to e-resources vide INFLIBNET to teachers and students. This provides resources to enable them to do research. The digital library also Helps in accessing

information from anywhere in the world, easy search and retrieval of Information, etc.

- ○ The college has well equipped Computer Labs. The teachers take practical classes for courses like Mathematics, Commerce, Computer Science, Economics, etc. The curriculum of these courses has practical components which require the use of computer labs. The labs are updated with new soft-wares like Tally, R, Matlab, Microsoft Office, the latest Excel utility downloaded from the Income Tax Department website, etc.
- ○ Teachers make and present PowerPoint presentations in the classrooms which help them have an interactive conversation with the students. Presentations are the best way to make notes as they can be updated with the latest changes in the knowledge, presenting diagrams, charts, etc.
- ○ Teachers have started taking lectures online on Google Meet, Zoom, Microsoft Teams, etc. FDPs are conducted to enable/familiarize the teachers with these online platforms. Besides using the e-books in the e-classrooms, educational podcasts and videos, such as Ted Talks, YouTube Content, etc which further adds quality to lecture delivery.
- ○ Teachers share reading materials, short notes, e-books over different media like Google Classroom, E-Mail, College Portal, Blogs, WhatsApp, WiseApp, etc.

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

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

2.3.3.1 - Number of mentors

47

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	**No File Uploaded**
mentor/mentee ratio	**No File Uploaded**

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

47

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

22

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

31

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Since the internal examination is the domain of the affiliating university, i.e. University of Jammu, the college faculty participates in the entire examination process viz. setting up of question papers, conduct of examination and evaluation. The CBCS pattern of examination of the affiliating university has introduced many reforms like introduction of OMR based multiple choice question papers with multiple series for even semester and descriptive papers for odd semester of undergraduate courses based on the credit distribution. The question papers are set by the College faculty in which the College undertakes assignments of the affiliating university. The evaluation of the answer scripts is also assigned to the college faculty. The awards of are uploaded on the affiliating university's e-awards portal which helps in the timely, transparent and error free declaration of results. The projects, internships of the field based courses is also carried out by the college, the external examiners are appointed by the affiliating university from the different colleges and universities. The grievance redressal is done through the online portal of the affiliating university, IT cell and examination committee of the college. The grievances are redressed in an efficient and time bound manner. The shortage of attendance is dealt in accordance with the university statues notified from time to time.

File Description	Documents
Any additional information	View File
Link for additional information	**Nil**

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

Since the internal examination is the domain of the affiliating university, i.e. University of Jammu, the college faculty

participates in the entire examination process viz. setting up of question papers, conduct of examination and evaluation. The question papers are set by the College faculty in which the College undertakes assignments of the affiliating university. The evaluation of the answer scripts is also assigned to the college faculty. The awards of are uploaded on the affiliating university's e-awards portal which helps in the timely, transparent and error free declaration of results. The projects, internships of the field based courses is also carried out by the college, the external examiners are appointed by the affiliating university from the different colleges and universities. The grievance redressal is done through the online portal of the affiliating university, IT cell and examination committee of the college. The grievances are redressed in an efficient and time bound manner. The shortage of attendance is dealt in accordance with the university statues notified from time to time.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	**Nil**

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.

Various students of the College after completing their Bachelors Degree went for higher studies in various Universities across the country. Various students qualified NET/SET, JRF, GATE and other academic and technical courses during the Session 2020-21.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://www.gdcpoonch.co.in/pdf/gdcp29june21_1.pdf
Upload COs for all courses (exemplars from Glossary)	**No File Uploaded**

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

Various students of the College after completing their Bachelors Degree went for higher studies in various Universities across the

country. Various students qualified NET/SET, JRF, GATE and other academic and technical courses during the Session 2020-21.

Some students after completing their bachelor Degree are appointed in various Departments in various capacities i.e Like JKP, Banking, SSRB etc

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

571

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://www.gdcpoonch.co.in/pdf/SSR%202020-21.pdf

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 year (INR in Lakhs)

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

0

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

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

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

15

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

15-03-2022 03:48:25

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

04

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

01

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

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 year

The following extension activities are organized by the college in order to sensitize students to social issues for their holistic development.

1. **National Anthem –Singing competition group/solo song "Azadi ka Amrut Mahotsava" Indian at 75 on 08-08-2021 organized by NSS Units & Deptt. of Political Science under the Azadi ka Amrut Mahotsava".**
2. **Cleanliness Drive in college premises in local market in collaboration with Red Ribbon club & NSS units under the Azadi ka Amrut Mahotsava.**
3. **A seminar on Cleanliness Drive , Cultural Programmes & an**

extension lecture organized to celebrate NSS Day under the Azadi ka Amrut Mahotsava.

4. National Unity Day celebration and concept of oneness among students and Civil Society in collaboration with NSS.

5. Celebration of Constitution Day, Pledge on 26-11-2021 in collaboration with NSS Units Deptt. of Political Science, SBC GDC Poonch & NYK.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

08

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

37

File Description	Documents
Reports of the event organized	View File
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

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., during the year

1483

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

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

11

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	**No File Uploaded**

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

01

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	[View File](#)
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	[View File](#)

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.

The institution has a well maintained, user friendly and resilient infrastructure conducive to teaching, learning and comprehensive development of students. The college campus is spread over73 kanals of land and has infrastructure in terms of academic blocks, classrooms, laboratories, Multipurpose Hall, Museum etc. The Infrastructure and Physical facilities available in the college campus are listed as under:

   ○

Name of Infrastructure and Physical facilities available in the campus

   ■

   1.

Adminstrative Block

   1.

   1.

Academic Blocks

   1.

1.

Museum (Zoology)

1.

1.

Science Laboratories

1.

1.

-

1.

1.

Computer Laboratories

1.

1.

Conference Hall

1.

1.

NAAC Office

1.

1.

Multipurpose Hall

1.

1.

Browsing Centre

1.

1.

-

1.

1.

-

1.

1.

Study Centre

1.

1.

Girls Common Room

1.

1.

Innovation and Incubation Lab.

1.

1.

Food Processing Technology Lab.

1.

1.

Horticulture Lab.

1.

1.

Career Counselling Cell

    1.

18

NCC Office

    1.

    1.

NSS Office

    1.

    1.

Staff Room

    1.

    1.

Electrician

    1.

Adminstrative Block: It includes

- Principal Chamber
- NAAC Room
- Establishment Section
- Account Section
- Computer Operator Room
- Browsing Centre
- Clerical Hall
- Examination Hall

Academic Blocks: It include

- Department of Geography- 02 lab and 02 classrooms with 03 Smart Boards.
- Department of Chemistry- 01 lab and 01 classroom with 01 Smart Board.

- Department of Botany- 02 labs and 01 classroom with 01 Smart Board.
- Department of Zoology- 02 labs, 01 Museum and 02 Classrooms with 01 Smart Board.
- Department of BCA and Computer Applications- 01 lab and 01 Classroom with 01 Smart Board.
- Department of Sericulture: 01 lab and 01 Classroom with 01 Smart Board.
- Department of Physics: 02 labs and 01 Classroom with 01 Smart Board.
- Department of Bio-technology: 01 laboratory.
- Arts Block: 08 Classrooms with Smart Board/ White Board facility.

The institution has done exponential growth in technology-based teaching and made enormous changes in technology enabled teaching process and thishas been achieved to a greater extent by augmentation of the facilities and technology-based teaching learning process. The College has ensured all lecture halls and seminar halls are equipped with Interactive Panel Displays/Smart Boards, LCD projectors/ Screen Projectors. The smart class-room of the college equipped with audio-visual aids. So far as science subjects are concerned, each subject has its own well- equipped laboratory.Students and teachers use ICT enabled technology effectively for communicating new ideas and initiating new discussions in the class room. The quaint black boards have been supplemented with the more contemporary Smart boards &white boards. The college provides teachers and students with the special stationery required to be employed on this board.

Classroom furniture is practical and long lasting. Variety of classroom furniture exists to fulfil varying kinds of needs. Single chairs with attached writing blocks exist in the Smart class rooms and examination halls; this enables each student to write assignments and submissions unhindered by his/her classmates.Single desks and chairs are also to be found in various class rooms. Thus, varying needs are an important parameter while planning the infrastructure needs of the college.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

The college is committed to offer 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 following facilities are in place for cultural activities in the college:

- A SpeciousMultipurpose Hallequipped with Interactive Panel Display, E- Podium, Audio system with amplifiers, speakers and mikes, siderooms, curtains, Air Conditioners, S-Type Brown Chairs and Lounges for dignitaries and guests, is available for the students to organize and participate in co-curricular, recreational and cultural activities. Moreover, separate seating arrangement for media staff is also available in multipurpose hall.Generator for power back-up and the fire-fighting system are in place for hazardous measures.
- Smart Room equipped with digital smart board, high-definition audio system with speakers and amplifiers is available for organizing virtual/offline seminars, conferences, Group discussions etc.
- Conference Hallwith round table equipped with high-definition audio system is in place for organizing meetings with delegates, faculty and staff members.
- Open Space is available for outdoor cultural activities like exhibitions,Street plays and festivals, talks, poetry reading sessions, art and photography competitions.

Playing sports boost alertness, disciple, team spirit, mental ability, confidence and concentration of students.The college takes pride in its comprehensive sports training and fitness infrastructure.The outdoor sports facilities include hockey court, football court, basketball court, cricket pitch, tennis court, kabaddi court, Volleyball court, space for athletic games, kho-kho

```
court, open space for yoga etc. Sports facilities are also available
for indoor games such as chess, Table Tennis and Boxing.
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In addition to cultural and sports infrastructure, college
collaborates with various Sports associations, colleges and
universities and offer students the chance to play competitive
sports at the varsity level.
```

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

16

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

16

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

452.66237

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

Response: Library automation is the general term for information and communications technologies (ICT) that are used to replace manual systems in the library. The operations of a library get a quantum jump with the introductions of computers. The computers help to provide fast and reliable access to the resources available in the library as well as elsewhere. The application of computers in the library operations avoids repetitive jobs and saves lot of labor, time, speeds up operations, increases use of library resources. Computers are not only used as a tool for processing the data, but also for data storage and accessing. The college library is automated partially. The details of automation of college library are as under:

- **Name of ILMS software- KOHA**
- **Nature of automation- PARTIALLY**
- **Version- KOHA 20.11.06.000**
- **Year of Automation- 2021**

Koha is the first free and open-source software library automation package (ILS). Development is sponsored by libraries of varying types and sizes, volunteers, and support companies from around the world. The detail of KOHA modules is

- **Administration**
- **Tools**
- **Patrons**
- **Circulation**
- **Cataloguing Serials**
- **Acquisitions**
- **Lists**

- **Reports**
- **OPAC**

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	**Nil**

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

C. Any 2 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

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

7.059

File Description	Documents
Any additional information	View File
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

00

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	**No File Uploaded**

4.3 - IT Infrastructure

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

The College has adequate IT infrastructure for effective teaching, learning and institutional administration. College embraces state-of-the-art IT facilities to its students so that they can utilize these resources to reach greater heights. To enable this, the college frequently updates its IT facilities across the campus including classrooms, seminar hall, multipurpose hall to name a few. College provides 38 Desktops and 25 laptops with internet that are available for faculty/staff. Computer Lab and Browsing center have 50 all-in-one desktops with internet facilities that are available for students. Some classrooms and labs are well equipped with Projectors and Interactive Panel Display/Smart Boards. In general, computing and internet facilities are available inadequacy in campus. The institution provides access to desktop systems and laptops to both faculty and students which allows them to use computer aid for academic projects, practical sessions and for learning. To make the learning process more effective various innovative methods are used by the teachers. This includes giving group assignments and having power point presentations, where students can discuss and explore their knowledge together. Learning combined with visual presentations or working on certain software is much more enjoyable and comprehensive for the students. The entire campus is monitored by CCTV facility. The CCTV installed across the campus to monitor the campus activities. During last five years, college has upgraded its IT infrastructure and associated facilities with the establishment of

- **Browsing Centre**
- **Computer Lab**
- **Edu-Sat Room**
- **Interactive Panel Displays in classrooms and labs**
- **Projectors with screen in departments**
- **Printers with modern laser technology**
- **Wi-fi facilities in Humanity and Social Sciences Departments**
- **BSNL Broadband landline connections**
- **Airtel internet connections**
- **CCTV Facilities**

- **Network Accessories- D-Link**
- **Platform for Web Conferences**
- **Biometric machine for attendance**

In addition, the college has its own

- **Website: www.gdcpoonch.co.in**
- **Email id: degreecollegepoonch@gmail.com**
- **Departmental Email Ids**

In future, the college is planning to include:

- **Free wi-fi campus**
- **Dedicated- Leased line internet connection**
- **Campus Networking**
- **Bulk SMS Service**
- **Blade servers**
- **Cloud Computing**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

50

File Description	Documents
Upload any additional information	[View File](#)
Student – computer ratio	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution	A. ? 50MBPS

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

452.66237

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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.

The College has a set of established procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. The college ensures optimal allocation and utilization of the available financial recourses for maintenance and upkeep of different facilities by holding regular meetings of various committees constituted for this purpose and using the grants received the college as per the requirements in the interest of students.

LABORATORIES:All the laboratories are well equipped with required apparatus and equipment.Maintenance of laboratories is done by lab technicians, Lab In charge and supervised by HODs of the concerned departments. The laboratory staff also regularly checks for the working of electrical equipment like computers, laptops, projectors, printers, coolers, tube lights, fans, etc. Any dysfunction is reported immediately to the concerned department of correction and/or replacement. The laboratory staff also makes sure the department is equipped with all the required stationary material including white board markers, dusters, paper for printing, letterheads etc.

LIBRARY: To cater the needs of students, the college library is having 47291quality books containing the collection of text books, references books etc. for staff and students. Books are issued to the viewers for a specific period. College library committee headed by senior faculty, rule out, makes budgetary provisions for procurement of books, periodicals and other reading materials. This committee act as an internal auditor as well as support system for overall development the library.

CLASSROOMS: The College takes important steps for maintenance of classrooms. Classroom environment plays a major role for the smooth functioning of teaching learning process with good seating facilities.Classrooms are maintained SafaiKaramcharis, electricians and Plumbers under the supervision of HODs of different departments. Cleaning is done on daily basis & maintenance of furniture through tendering. There is also a building maintenance committee which looks after the proper maintenance of the building.The college had purchased three Integrated Digital teaching devices having amount Rs. 374985 for Geography, BCA and English in the financial year 2019-20.

SPORTS: College Sports Committee and Physical Education Department is taking care of maintaining the Sports and Games with facilities of the institution. Various events are organised on regular basis to boost the student's physical and mental abilities. Inter-class and Inter-Collegiate tournaments are also organised by the Department and college sports committee. The college has utilized Rs. 453472 of budget for sports infrastructure development in the financial year 2019-20.Carom board, Badminton, Volleyball, Handball, Tennis ball, Basketball, Football or any other sports equipment is issued to the students by depositing their student ID whenever they got free time in their schedule. Teachers can also issue these sports equipment by signing the Department Issue Register.

The teachers of Department of Physical Education keep a well-maintained record of all the sports equipment. Procurement of new equipment is done by following a proper procedure. The equipment are purchased according to the requirement of the teams that practiced for the Inter- College, State, National and other Open and Invitational Tournaments. Department also maintain the record of student attending daily sports practice, their refreshment and other requirements related to their respective game. Department also take care of the routine services of the various machines like grass

cutting machine, gym machines, computer and printer.

PHYSICAL FACILITIES: The College has College Development Committee comprised of senior faculty members, committee supervises the major construction repairs and renovation related works. Minor repair, renovation and maintenance works of furniture, electrical works and plumbing, are taken care of by carpenter, electrician and a plumber respectively. The garden is also maintained by the Gardner with valuable inputs from faculty of Botany Department. College canteen committee is comprised to keep the track of Hygiene and cleanliness of the canteen and also monitor quality, quantity and price of food served in the canteen.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.gdcpoonch.co.in/pdf/gdcp29june21_2.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

679

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	[View File](#)
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	[View File](#)

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**C. 2 of the above**

File Description	Documents
Link to institutional website	**Nil**
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

50

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

50

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

10

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

53

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	**No File Uploaded**
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

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) during the year

04

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities

5.3.1 - 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) during the year

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) during the year.

00

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at univer sity/state/national/international level (During the year) (Data Template)	View File

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)

The purpose Students' Body is to look after the welfare of the students and to promote and co-ordinate the extra-curricular activities for better cooperative life. Students' Body organizes the programs, activities and services which serve the co curricular, cultural, social, recreational and educational interest of students at the University and Colleges. The Students' Body helps share students' ideas, interests, and concerns with teachers and with students. It contributes for the development of students' leadership skills and experience, program planning and development, volunteering. It also develops social awareness among students.

GDC-Poonch Students' Body

The Students' Body is the representative body of the entire student community of the college. GDC-Poonch Students' Body mission is to encourage and promote the values that represent good character in all students and build responsible leaders within student's community.

The College Students' Body consists of the following members, namely:

- **President**
- **Vice President**
- **Secretary**
- **Member Representative including one lady representative**

The College Students' Body consist the members who are engaged in full time studies in the college.

Leadership Roles & Member Duties

President

- Lead all meetings
- Give assistance, guidance
- Act as a facilitator during discussion
- Maintain frequent contact with faculty and administration
- Work with advisor on all planning
- Participate in student council sponsored activities/events

Vice President

- Work closely with President
- Assume President's duties when needed
- Assist the President in preparing meeting agendas

Secretary

- Duties include careful note taking of every meeting and sending minutes to email list
- Duties also include keeping attendance, keeping track of which bodies are represented, and working
- with representative groups to ensure participation
- The Secretary creates and organizes the distribution of all documents pertaining to Students'

Member Representative

- Managing communication between the association and management
- Providing guidance, advice and information if requested
- Creates a positive campus atmosphere, liaises between Students' Council and other parties of interest, communicates and holds meetings for students interested in the specific event(s), creates schedules, procures any necessary materials for those events

DUTIES AND RESPONSIBILITIES OF THE STUDENT ASSOCIATION

- Prevention of ragging in the campus through counselling senior students, helping the administrationwhenever necessary
- Guiding the junior and needy students to improve their technical, managerial skills by organizingseminars/ workshops
- Encouraging innovative and creative skills of the students
- Organize any activity to improve the knowledge and skills of the students

- ○ **Maintenance of the peace and harmony among college community**
- ○ **Organize the programs to improve the cleanliness and greenery in campus.**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

02

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	[View File](#)
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	[View File](#)

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

Alumni Association

The goal of our Alumni Association is to create a network that will serve and empower graduates of GDC-Poonch. Alumni Association registeration is under process. The following are the objectives of association:

- ○ **Arrange and support in placement activities for the students of the college**
- ○ **Encourage the students of the college & members of the Association for research & development work in various fields**

like Arts, Computers, Sciences, etc.

- ○ Mentor the students of the college for higher education, development of character and being GOOD citizens
- ○ Encourage and support students of the college in sports, cultural and extra-curricular activities
- ○ Work towards environment conservation, anti- pollution activities against air, water and sound pollution, street plays, demos, presentations, role-play and all possible ways of social awareness
- ○ Help victims of Natural calamity and disasters like earth quakes, floods, storms, malnutrition, fire and violence

The alumni association is very active in promoting interactions among the alumni, staff and the management. Besides helping the alumni in all possible ways, it also lends its support to the college to achieve its cherished goals, its VISION and MISSION.

Training programs for students

For the pre-final & final year students, training programs are being organized for improving communication skill, performance in Group Discussion & Interviews Experts from bureaucrats and fields expert are conducting these programs, many of them are alumni. Alumni are invited to volunteer to help their younger brothers & sisters to improve their performance.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

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

The Principal heads the Institution whose responsibility is to manage the administrative tasks and supervision of the staff and students. Along with the Principal Conveners of different committees, Heads of Departments and other staff members also play various important roles in determining the institutional policies and their implementation there by creating a very positive culture in the college.

Vision

Government Degree College Poonch strives for:

1. Imparting quality education to the students, promoting their all round development by participation in sports, extracurricular and other socially relevant activities and inculcating the skill of decision making and democratic values.
2. Promoting reservations and integration of cultural diversities of the region, State and Country.

Mission

1. To instill and promote scientific temper and enkindle creativity among students.
2. To prepare young generation for a better tomorrow.
3. To prepare our students crave a space for themselves in the mainstream by overcoming their inhibitions.
4. To inculcate the indispensible virtues of tolerance, honesty, hard work and amity among our students.
5. To make our students fully alive to the ethical values.

Objective

1. Produce graduates with high quality and employability.
2. Scale up demand driven PG courses.
3. Improve associated infrastructure to help modern teaching facilities.
4. To strengthen the management system.
5. To open up the PG and Honours courses to suit the need of the students.
6. To upgrade the existing infrastructure both physical and material.
7. To build up a strong academic network with other academic Institutions.
8. To apply and implement the relevant projects to benefits SC,

        ST, OBC and other minority students.
   9. To upgrade and expand Hostels both Boys and Girls.
   10. To strengthen the sports and library compounds.

File Description	Documents
Paste link for additional information	https://www.gdcpoonch.co.in/VaM.php
Upload any additional information	**No File Uploaded**

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

1. **The decentralization and participative management is key to achieve the eminence and reflect inclusiveness. The college being very sensitive to this need has given required importance to participation of all the stake holders to achieve its Vision and Mission. The college has conscientiously adopted the participative and decentralized management system. The onus of decentralization of powers rest with the Principal of the institution who decentralize them through various committees such as IQAC Committees, Examination Committee, Discipline Committee, Admission Committee, Sports Committee, grievances and redressal cell, purchase committee, Printing and stationary committee, beautification committee, women development and women anti-harassment committee, hospitality and protocol committee, Career counseling committee, time table committee, NSS committees, NCC committee etc. All the faculty members are given due representation to channelize their abilities and showcase their talents for the holistic development of the college**

2. **Not only the faculty members and non teaching staff but the students of the institution are also made part of the decentralization Thereby making them participative and responsible and for this student elections are conducted every year through a secret ballot. After the elections student representatives are made part and parcel of various decisions taken in the college for the betterment of students in particular and institution in general.**

File Description	Documents
Paste link for additional information	https://www.gdcpoonch.co.in/pdf/Committee%20 2020-21.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Describe one activity successfully implemented based on the strategic plan within a maximum of 200 words

Response: The institutional perspective plan aligns with the vision and mission of the institution which are the constant driving factors for improving academic quality policies and strategies. It is effectively deployed to focus on bringing quality improvements in the areas of:

1. Curricular Implementation

2. Teaching- Learning Processes

3. Collaboration and Extension Activities

4. Academic infrastructural facilities

5. Student Support Activities and Student Progression

6. Internal Quality Assurance System

7. Institutional Values and Best Practices

8. Governance, Leadership and Management

At the beginning of the academic year, various bodies and committees that constitute the Organogram of the institution, chalk out the strategic plan of events and activities which will support the growth and development in these key areas and at the end of the year, a review is taken about implementation and the outcomes of the perspective plans. One such broad area in which the Institutional Perspective and Strategic Plan has been successfully implemented is that of Teaching, Learning and Research.

This has been achieved through the deployment of Action Plan for the following initiatives:

1. Introduction of innovative Add-on/Certificate Courses.

2. Introduction of new UG programs in Library Science, Statistics and Physical Education

6. The College has applied for Postgraduate Courses in Arabic and Urdu .

7. MOU's with other colleges and other professional enrichment opportunities.

8. Emphasis on using the ICT tools for effective teaching and learning.

9. Conferences and Seminars are organized by the collegeto give an exposure to both faculty and students about the latest global trends in academics, industry, sciences and environment.http://www.nonviolent-resistance.info/files/Poonch/Poster%20and%20Programme.pdf

https://indiaeducationdiary.in/gdc-poonch-organises-webinar-on-advances-in-computational-science/

http://www.gdcpoonch.co.in/Pdf/WEBINAR%20FINAL.pdf

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	[http://www.nonviolent-resistance.info/files/Poonch/Poster%20and%20Programme.pdf](#)
Upload any additional information	**No File Uploaded**

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

Response:

The Organizational Structure of the College consists of the Principal, the teaching staff, the non-teaching staff and the students.

The Principal is assisted by the Head of the Departments, all teaching faculty and the Non-Teaching Staff which comprises of the Section Officer, Senior and Junior Office Assistants and manual staff.

The Head of the various departments oversees the smooth functioning of the department for which meetings are held on a regular basis to discuss issues and concerns relating to curricular and extra-curricular activities.

Staff meetings are held frequently for the effective planning and implementation of programmes like teaching, learning, academic administration, curricular and extracurricular activities.

The College also has Internal Quality Assurance Cell (IQAC) which works towards realization of the goals of quality enhancement and sustenance. The IQAC plays an important role for monitoring the internal quality of the institution.

Student body meetings are held regularly to address the student related issues and organizing extracurricular activities through various Cultural Societies.

The Library organization includes Librarian, Assistant Librarian, Library clerks and library attendants.

College Committees: Various committees are constituted for the planning, preparation and execution of academic, administrative and extra-curricular purposes.

The Anti Ragging Cell, Grievance Redressal Committee, and the Internal Complaints Committee: The objective of these committees is to ensure that no violation of rules takes place within the College and work towards addressing and settling grievances if any.

File Description	Documents
Paste link for additional information	[Government College Poonch (gdcpoonch.co.in)](http://gdcpoonch.co.in) • [IQAC (gdcpoonch.co.in)](http://gdcpoonch.co.in) • https://www.gdcpoonch.co.in/Pdf/PROSPECTUS%202020-21.pdf
Link to Organogram of the Institution webpage	https://www.gdcpoonch.co.in/Pdf/ORGANOGRAM.pdf
Upload any additional information	[View File](#)

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	[View File](#)
Screen shots of user interfaces	[View File](#)
Any additional information	[View File](#)
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	[View File](#)

6.3 - Faculty Empowerment Strategies

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

Response:

Welfare Schemes for Teachers:

All the permanent staff members of the college are covered under various welfare schemes:

• General Provident Fund (GPF). The employees who are appointed prior to 2010 are covered under this scheme.

• National Pension System (NPS) The employees who are appointed after 2010 are covered under this scheme.

· Medical Insurance Scheme(Mediclaim)

· Besides this all the employees are now covered under the Ayushman Bharat Scheme which is Govt. of India's free hospitalization cover of Rupees 5 Lacs to every employee.

· The College provides accommodation in staff quarters of the college to its teaching staff.

Welfare Schemes for Non-Teachers:

All the permanent members of the non-teaching staff are also covered under various welfare schemes.

· State Life Insurance (SLI)and General Provident Fund (GPF). The employees who are appointed prior to 2010 are covered under GPF.

· National Pension System (NPS) The employees who are appointed after 2010 are covered under this scheme.

· Medical Insurance Scheme(Mediclaim)

· Moreover all the employees are now covered under the Ayushman Bharat Scheme which is Govt. of India's free hospitalization cover of Rupees 5 Lacs to every employee.

· The employees who are on temporary basis are provided with financial assistance from college local funds

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

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

07

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

15

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	[View File]
Upload any additional information	**No File Uploaded**
Details of teachers attending professional development programmes during the year (Data Template)	[View File]

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

Response: Performance Appraisal System in any institution is of paramount importance because it directly determines its efficiency. The performance appraisal system is linked to the Vision & Mission of the College for greater efficiency in realization of these core institutional objectives. Since the performance appraisal is both continuous and scientific process, the College is following the PBAS-Performance Based Appraisal System laid down by the UGC. In this scheme, the performance is classified into three categories (i) Teaching, Learning & Evaluation related activities (ii) Co-Curricular, Extension & Professional Development related activities (iii) Research Publications & Academic Contributions. These are called Academic Performance Indicators (API). The CAS-Career Advancement Scheme of the entire college faculty in the UT of Jammu & Kashmir is governed by the API unless separate SROs are notified through the administrative department from time to time. At the end of each academic year, the performance of the faculty is consolidated based on the above categories on the proforma which is signed by the Coordinator and the members of the IQAC of the college. The APRs-Annual Performance Reports are given by the Principal and the API scores are calculated for each of the three categories. The Principal in consultation with IQAC committee of the college recommends the faculty for placement into next higher grade. The recommendation is the basic requirement to be placed into next grade in CAS by the administrative department. The latter constitutes UT level screening committee for the final approval and an administrative order is issued in this regard. Moreover, the performance of the faculty of the College is always the basis for assigning different roles to the faculty in overall academic administration of the college. The temporary and guest faculty is monitored on the basis of their conduct, knowledge and feedback from

the students for their reappointment. The Annual certificate of experience and conduct are issued in their favour after receiving the reports from the concerned HODs and the anonymous feedback from the students. The non-teaching staff constitutes an important section of the College which supports the entire teachinglearning process. The scheme of performance appraisal is slightly different in this context. The APRs are taken from the Principal annually and the same is consolidated by the college establishment section for record and reference. The HODs certify the performance of the non-teaching member on different parameters viz. work and conduct, expertise and punctuality etc. and same is tabled before the Principal for furnishing the APRs of non-teaching staff. These APRs are forwarded to the administrative departmentwhich in turn convenes DPCs-Departmental Promotion Committees periodically. The promotion to the next grade is also contingent upon the performance of the non-teaching staff members of the College. Similarly, the employees working on "local funds & need base" are also monitored. Their wages are fixed as per the govt. guidelines. The college Advisory Committee recommends the employees for wage-enhancement based on their performance.

File Description	Documents
Paste link for additional information	http://jkhighereducation.nic.in/pdf/API.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Response: The institution conducts academic and financial audits regularly. The Internal Audit Committee is in place which is headed by a senior faculty member preferably with commerce background which conducts internal audit of the College local fund and state grant/fund periodically after every financial year. Similarly administrative department of Higher Education and Accountant General (AG) office of the UT Government also conducts external audit of funds received from various sources after each financial year and sometimes after two years. The external audit of the grants received from regulatory bodies like UGC, DST etc. are carried out. However in this year no external audit was done.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

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

0

File Description	Documents
Annual statements of accounts	<u>View File</u>
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<u>View File</u>

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Describe the resource mobilization policy and procedures of the Institution within a maximum of 200 words

Response: There is an established mechanism in the College for mobilisation of funds and optimal utilisation of its financial resources. One of the key strategies in financial and resource management is the principle of meeting financial requirement of all academic departments and non-academic units. The College pursues its financial targets by way of the following sources: Financial support from UGC schemes . Grant in aid under College with Potential for excellence (CPE) scheme of UGC. Infrastructural grant under RUSA scheme. Research grant under DST. Capital Expenditure grant (Capex) from Department of Higher Education. Internal Revenue Generation (IRG)/Local Fund Resources. The disbursement and optimal utilization is overseen by Accountant of the college who is from Finance department of UT Govt. and special committees like College Advisory/Purchases/Development committees. Every year Principal of the college convenes meetings of IQAC, College Development, Purchase and Advisory Committees with senior faculty members on board. The

committee drafts Action Plan for next academic and financial year. The action plan for infrastructural requirements of the college is formulated after threadbare discussions. The proposals are approved by DDO in consultation with college establishment and Accounts section. Subsequently the draft proposals are submitted to different funding agencies like UGC New Delhi, Department of Higher Education, DST and other Govt. agencies. The funding agencies ask for DPRs and cost estimates from executing agencies like R&B (PWD), JKPCC and others approved agencies. The college Development committee approach these agencies with requirements and specifications. The concerned architect/engineers furnish the DPRs and cost estimate to the DDO. The head of the institution forwards same to funding agencies for approval and grant of financial support. At every stage of hierarchy, there is definite monitoring and follow up by College Development committee till the committee is satisfied that the works are executed as per the DPR and quality standards. The college often receives financial support under infrastructural grant component for construction purpose and for up-gradation and renovation/repair. The other financial provisions include Material and Supply (M/S) and Material and Equipment (M/E), Books and stationery and OE components. The Principal again convenes meeting of all heads of departments and coordinators and distributes funds on the basis of justifiable rationale like student strength and other requirements. The departments submit requisition list to the Principal with quantity and specification. The Principal orders for procurement of items/equipment through DGSND/tendering/e-tendering/ or through GeM portal following the codal procedure. The entire purchasing takes place through College Purchase committee which ensures all items are purchased as per specifications and requirements of concerned Departments. The payment to suppliers is made through cheque system, more recently through BEAMS portal and through PFMS portal. All the heads/Coordinators are monitoring the optimum utilization of resources procured. The College Monitoring Committee is tasked with overseeing the infrastructure, facilities and learning resources are used to the utmost benefit of the students. They're required to submit periodical reports to the Principal.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

Internal Quality Assurance Cell (IQAC) is a vibrant unit of the college which functions as per the guidelines of UGC . It is formed to ensure the quality teaching overall functioning of the college. It is at the top of the umbrella of different committees to ensure the good quality of overall standard of the institute. It has significantly contributed to the overall development and smooth functioning of the college since its establishment. It ensures the quality of institute by;

· Devising Institutional Development Programmes

· Implementing the recommendations of NAAC peer team Accreditation and Higher Education Department

· Consulting Alumni, Parents, Local Administration, Students and college staff for collectively ensuring higher standard of the institute.

· Evaluating the outcomes of various initiatives.

· Consulting H.O.Ds in framing students Centric Policies and implementation.

· Evaluating the process of infrastructure Creation and its optimum Utilization

· Helping teachers and students in organizing workshops and seminars.

· Conducting FDPs to equip teachers in utilization of latest ICT tools.

· Consolidating and analyzing Student and teachers Feedback, Feedback from parents and alumni and devising mechanism to address the issues

File Description	Documents
Paste link for additional information	https://www.gdcpoonch.co.in/iqac.php
Upload any additional information	No File Uploaded

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

The College IQAC systematically and progressively review its Teaching-Learning Process, structures and methodologies and learning outcomes since its establishment. The IQAC monitors the teaching learning process regularly. The coordinator and the members hold periodical meetings amongst themselves and with the College committees and the Principal after visiting the departments of the College for quality assessment. All the Heads of the departments are the ex-officio members of IQAC. The meetings are focussed on the core agenda of reviewing the learning process, structures & operational methods and learning outcomes. The IQAC constantly reviews the set objectives, projected goals, and plans for enhancement of academic excellence.The meetings convened at the start of the academic session are largely focussed on setting the objectives and learning outcomes for the entire session. IQAC reviews its implementation periodically in consultation with different stakeholders viz. students, teachers, parents and the alumni of the College. The recommendations put forward are tabled for discussion in different meetings of the IQAC and the Principal. The areas which are focussed in such deliberations are the teaching pedagogy, learning outcomes, assessment and evaluation procedures and the infrastructural requirements.

The plans are subsequently operationalized with an assessment of the resources and the mobilization of these resource (For first cycle - Incremental improvements made for the preceding year with regard to quality

For second and subsequent cycles - Incremental improvements made for the preceding year with regard to quality and post accreditation quality initiatives)

Describe any two examples of institutional reviews and implementation of teaching learning reforms facilitated by the IQAC within a maximum of 200 wordseach

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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 year

1. Seminar & poster making competition on the theme " Beti Bachao & Beti Padhao"

1. International women day organized by Women Cell, GDC Poonch

24th Jan,2021

8th March,2021

35 (Female)

76 (female)

24(Male)

44 (Male)

File Description	Documents
Annual gender sensitization action plan	https://www.gdcpoonch.co.in/pdf/Committee%20 2020-21.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.gdcpoonch.co.in/pdf/gdcp10dec21. pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

E waste or in other words Electronic Waste is but discarded computer, office electronic equipments, electronic devices etc. With the passage of time and increase in the advancement of technology, it has become a serious threat not only for human life but environment too. So efforts are made to make proper dispose of the E-waste. In this connection, this institution has developed a proper mechanism to manage E-waste. The detailed report of the same is attached with.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	[View File]()
Geo tagged photographs of the facilities	**Nil**
Any other relevant information	**No File Uploaded**

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	**D. Any 1 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File]()
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 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**	**C. Any 2 of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	[View File]()
Any other relevant documents	**No File Uploaded**

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit	**E. None of the above**

3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (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

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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 200 words).

As we know that the communal harmony, tolerance and brotherhood is prerequisite for the multi-religious, multi-cultural and multi-

linguistic country like India. This is but one of the steps towards the development and better understanding of each other. This institution has developed the practice of organizing various programs on communal harmony, tolerance, mutual coexistence and brotherhood. Efforts were made to inculcate the values of national integration, communal harmony and respect for each other among the students during the period under report. This is but one of practices of this institution to promote tolerance and communal harmony. The photographs of the same are attached with.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Regarding the sensitization of students and employees of the institution to the constitutional obligations: values, rights and responsibilities of citizens, this institution has developed the practice of organizing various activities throughout the year. The documentary proof is attached with.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	[View File](#)
Any other relevant information	**No File Uploaded**

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. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	**E. None of the above**

File Description	Documents
Code of ethics policy document	**No File Uploaded**
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

This institution has developed the practice of organizing various national and international events, festivals and events. Various programs in this connection are organized for the overall benefits of the students as whole. Documentary proof of the same are attached with.

Activity

Duration

Number of participants

1. **International Youth Day**
2. **Birth Anniversary of Gandhiji**
3. **Constitutional Day**
4. **National Youth Day to mark the birth anniversary of Swamiveveka Nanda**
5. **National Voters Day**
6. **"Save water, save life" program**

12th August,2020

2nd Oct,2020

26th Nov.,2020

12th Jan,2021

25th Jan, 2021

19th March,2021

78

135

25

56

120

130

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

. Role of NSS/NCC

Practice – 2. Activities/ Awareness camps

Practice-01

Context: -

NSS plays an important role in every sphere of life. Every college and institution established the NSS units. It is a National Service Scheme. We see in many institutions; the Authority has made it compulsory for the students to join the organization to serve the nation. The main motto of establishment of this organization is to train the youngsters to serve the nation with enthusiasm and dedication. The volunteers perform various activities and provides service at various level from institution to society. They always come forward to help the needy in situation like earthquake, flood, traffic accident, emergency in hospital etc. They are always ready

to donate blood when such situation arises. Sometimes, they help the traffic police to control the traffic to make the flow of traffic easy. Besides this, our college has a unique feature/Distinctiveness regarding the community service to visit the area where old age people need their help most. The college administration mobilizes the NSS Volunteers to reach out the old age people who are neglected by their wards, relatives and society as well. The NSS Volunteers camp the area and try their level best to provide the help to needy. Our NSS volunteers also aware the people organizing the awareness camp regarding the duties and responsibilities of the individual, individuals and society towards the old age people. It is NSS Wing which organizes the seminars, symposia, debates etc in collaboration of other departments of the College and so is role of NCC wing.

Objectives: -

The main objective of this practice is to enhance the students understanding for the community in which live and work and also to identify the problems of the community and try their level best to play a constructive role in solving the same. NSS also develops among the students a sense of social responsibility and oneness. It also provides a plate form to the students to work for the national unity and communal harmony. Whereas the NCC develops among them discipline, leadership qualities and motivates the students to serve the nation by joining Indian armed forces. These two wings play very constructive role in and outside of the institution.

Evidence of success.

The NSS Unit organized various services like organized various programs, seminars, symposia, debates, awareness camp, tours, community works etc in the year under the report.

1. NSS unit organized a signature campaign and awareness to preserve natural calamities and environment to promote fundamental duties among students and society on 5th June,2020
2. Inter-Collegiate quiz competition on Gandhi's Thought and values to celebrate birth anniversary of Gandhi ji on 2nd October, 2020.
3. Organized a pledge ceremony regarding the control and spread of covid-19 on 8th October,2020
4. Blood donation camp organized by NCC unit, GDC Poonch on Nov 11,2020
5. Organized seminar on "Constitution Day" on 26th Nov,2020
6. Organized online poster making and slogan writing competition

on the theme, " Global Solidarity and Resilient services" on 1st December,2020

7. Organized rally to observe National Voters Day and administer pledge on 25th Jan,2021

During the year under report, 27 have got "B" certificates whereas 11 students were awarded "C" certificates.

Practice 02: Activities /Awareness camps

Context: Covid-19 has changed the health scenario as millions of people globally badly affected from this fatal pandemic. This pandemic has drastically disrupted the mental health services and it is causing widespread concern, fear and stress. In this background our institution laid stress on awareness programs and students oriented activities. This time this institution has made TREKKING as one of the practices to overcome the stress and fear caused by COVID-19 pandemic and to make students and faculty aware regarding the importance of trekking. Tours and awareness camps also play an important role in student's life and make them aware regarding the social issues, challenges and solutions.

Objectives:

As said earlier, the main motto of this practice "TREKKING" is to provide a healthy atmosphere to the students and faculty to overcome the present day scenario stress, fear and pain and also to know the topography of the area we are living in and the society we are dealing with. It is but a good physical exercise as it is a whole body workout. During trekking our body muscles get stretched particularly when a trekker climb a mountain or cross a river or narrow hilly track. It not only builds our body but also develops a confidence among us. Trekking provides us an opportunity to enjoy the beautiful nature. It also gives us a new experience of our surroundings and amazing wildlife. As mentioned earlier, to reduce stress and day-today life burden, people carry out trekking expedition to various mountainous regions. But let me say that it is not a cup of every tea as it requires tremendous stamina to climb up the mountains, cross dangerous lakes or other difficult hilly terrains.

Awareness programs play very important role in the career of youth as in present day scenario, students/youth are found indulge in various social evils like menace of drug addiction etc. To guide, to aware them regarding their social responsibilities they have to perform and to provide them with better future, this institution

carried out various awareness programs/ activities during the period under report. It is due to these practices that our students took part in various activities and played their important role in different spheres of social life particularly during Covid-19 pandemic.

Evidence of Success:

As it has been mentioned earlier, that different types of activities carried out by the institution for the overall betterment of the students played an important role in student's life, be it trekking or tour or awareness campus or other activities as these are the things which enhance the knowledge and skills among the students and expose their hidden talents. Here are the activities carried out by this institution during the period under report.

Trekking

1. Organized one day "Trekking" from city forest Poonch to panjkakri top by NSS/NCC Units of Govt. Degree College, Poonch on 1st of April, 2021.
2. Organized one day "Trekking" program to SULTANPATHRI-NANDISHOOL in collaboration with Tourism Development Authority, Poonch on 27th Sept,2021.

Awareness Programs

1. Stitching mask and Covid-19 awareness program organized by NSS volunteers of GDC Poonch on 18th April,2020
2. Blood donation Camp organized by NCC Unit, Govt. Degree College, Poonch on Nov 11,2020
3. One day Technical workshop cum awareness camp on "Innovation and Training", shaping the young minds organized in GDC Poonch under the supervision of Higher Education Department on 9th March,2021.
4. Awareness programme on "Water conservation" and " Covid-19" organized by Nehru Yuva Kendra in collaboration with Govt. Degree College Poonch on 19th March,2021.

Other Literary Activities

1. One Day International Webinar on "Challenges of Education During Covid-19" organized by the Department of Education, GDC Poonch 30th May,2020
2. Organized an Essay writing competition on the eve of Gandhi

Jayanti on " The Relevance of Gandhian Philosophy of Truth and Non-violence" on 2nd October,2020

3. Sir Syed celebration Programme was organized by Govt. Degree College, Poonch on 17th October,2020. Prof Musarrat Javed, Hon'ble Vice Chancellor,Baba Ghulam Shah Badshsh University, Rajouri was the chief guset.

4. Constitution Day celebrated on Nov.26, 2020.

5. Organized National Level e workshop on " Mushroom Cultivation: Avenues and challenges" in collaboration with SKUAST, Jammu on Nov 27, 2020.

6. Mohammad Rafi Day organized in collaboration with JKAAL, Sub Office, Rajouri & IQAC, GDC Poonch on 24th Dec 2020.

7. National Voters Day celebrated in GDC Poonch on Jan 25, 2021

8. Republic Day Celebrated on 26th Jan,2021 in GDC Poonch.

9. A Symposium on " Communal Harmony and Peace" was organized by the Department of Political science in collaboration with NSS unit , GDC Poonch on 11th Feb,2021.

10. International Women's Day celebrated in GDC Poonch on 8th March,2021.

11. One day technical workshop cum awareness camp on "Innovation and Training: shaping the young minds organized by the GDC Poonch under the supervision of Higher education Department on 9th March,2021

12. Multilingual Mushaira Organized by District Police Poonch in collaboration with GDC, Poonch on 16th March,2021

13. Two Day Multidisciplinary National Conference organized by GDC Poonch on 23-24 March,2021.

14. District Employment & Counselling Centre, Poonch organized "Job Fair" in collaboration with GDC Poonch on 27th March, 2021.

Problem Encountered & Resource Required:

This College (Govt. Degree College Poonch) is located in a border belt of Tehsil Haveli of District Poonch of J& K state just 3 KM away from the line of Control (Pakistan Border) where cross border shelling is a common phenomenon that affects the college routine working. The continuing tension have not only affected the education System, but tension on the Indo-Pak border also affects the lives of villagers. So, during such situation there must be some alternate arrangement for teaching learning process. In spite this of such type of hostile atmosphere College administration as well as faculty leave no stone unturned in providing quality education and achieving excellence in over all development of the students.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

7.3 Institutional Distinctiveness

(I)

Response: -

NSS is a premier Unit of this institution which plays an important role in the society we are living in and the system we are dealing with. It is a National Service Scheme. Our institution leaves no stone unturned in motivating the students to join this National Social Scheme to work for the benefits for humanity as a whole. Its slogan is "NOT ME BUT YOU". The main objective of this organization is to train the youngsters to serve the nation with enthusiasm and dedication. The volunteers perform various activities and provide service at various level from institution to society.

(II)

Another distinctiveness of NSS Unit is to organize the seminar, symposium, debates etc and also take part in other social activities such as "Blood donation camps, awareness regarding Covid-19, Promotion of fundamental duties, celebrations of Gandhi jayanti, constitutional day, voters day etc. Below mentioned are the various programmes / activities carried out by NSS Unit during the period under report.

1. **NSS unit organized a signature campaign and awareness to preserve natural calamities and environment to promote fundamental duties among students and society on 5th June,2020**
2. **Inter-Collegiate quiz competition on Gandhi's Thought and values to celebrate birth anniversary of Gandhi ji on 2nd October, 2020.**
3. **Organized a pledge ceremony regarding the control and spread of covid-19 on 8th October,2020**
4. **Blood donation camp organized by NCC unit, GDC Poonch on Nov**

    11,2020

5. Organized seminar on "Constitution Day" on 26th Nov,2020
6. Organized signature campaign on Preamble and Fundamental Duties on 26th Nov,.2020
7. Organized online poster making and slogan writing competition on the theme, " Global Solidarity and Resilient services" on 1st December,2020
8. Organized rally to observe National Voters Day and administerd pledge on 25th Jan,2021
9. : During the year under report, 27 have got "B" certificates whereas 11 students were awarded "C" certificates.

(III)

One of the distinctive features of NSS Unit is organize programmes particularly on "morality" "ethics" ''and national integration'' and this has become a common practice of this Institution. Though we have another wing/unit NCC which also plays an important role in encouraging and Participating the programmes like national integration, brotherhood, humanism and tolerance. But the way NSS unit plays the important role is something remarkable. Its volunteers are always ready to shoulder any type of responsibility in and outside of the College. As it has been mentioned above the activities/programmes the volunteers of NSS organized and Participated.

File Description	Documents
Appropriate web in the Institutional website	[View File](#)
Any other relevant information	[View File](#)

7.3.2 - Plan of action for the next academic year

To prepare SSR Report forCycle-II and its submission

To make eco-friendly campus

Repair and Renovation and facelifting of the existing infrastructure of the college

College administration focuses on the use of this latest solar energyon the campus .