YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	Government Degree College Sumbal
• Name of the Head of the institution	Prof. (Dr.) Mohamad Shafi Khan
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01954230208
• Mobile No:	9419058989
• Registered e-mail	principalgdcsumbal@gmail.com
• Alternate e-mail	principal.gdcsumbal@jk.gov.in
• Address	Sonawari Sumbal Bandipora
• City/Town	Bandipora
• State/UT	Jammu and Kashmir
• Pin Code	193501
2.Institutional status	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Co-education
• Location	Rural
• Financial Status	UGC 2f and 12(B)

	• Name of the Affiliating University	**University of Kashmir**
	• Name of the IQAC Coordinator	**Dr. Mohd Rafiq Beigh**
	• Phone No.	**9622741766**
	• Alternate phone No.	**01954230208**
	• Mobile	**9622741766**
	• IQAC e-mail address	**iqac@gdcsumbal.edu.in**
	• Alternate e-mail address	**principalgdcsumbal@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)		https://www.gdcsumbal.edu.in/iqac/aqar_20_21/aqar_report_2019-20.pdf
4.Whether Academic Calendar prepared during the year?		**Yes**
	• if yes, whether it is uploaded in the Institutional website Web link:	https://www.gdcsumbal.edu.in/iqac/aqar_20_21/academic_calendar_2020_21.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**C**	**1.7**	**2019**	**20/05/2019**	**19/05/2024**

6.Date of Establishment of IQAC	**10/04/2018**

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
Institutional	Central and State	RUSA Higher Education Department, Govt. of J&K	2020/365	4790000
Institutional	State (Revenue)	Finance Department Govt. of J&K	2020/365	46516000
Institutional	State (Capex)	Finance Department Govt. of J&K	2020/365	44596000

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	3	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	No	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	[View File](#)	
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 coordinated and streamlined teaching-learning process in online mode during COVID-19 pandemic.

In collaboration with other committees of the college the IQAC organized a number of programs for mental and psychological

wellbeing of the students.
Formulation of a coordinated Timetable for online classes to optimally utilize the slots earmarked for the same, best suited under the stressful days of COVID-19.
Preparation and submission of proposal for establishment of new Digital Classrooms to the Administrative Department.
Establishment of Virtual Lab Nodal Centre at GDC Sumbal (NCID-176) in collaboration with IIT Bombay.
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
Resuming Teaching-learning process in Online mode.	Achieved the target of resuming teaching learning process by adapting online techniques during COVID-19 pandemic.
Evaluation and examination using online platforms.	Conducted theory, practical and tutorial examinations through online tools and applications.
To prepare academic calendar keeping into consideration the situation arising out of COVID-19 outbreak.	The college IQAC in consultation with other committee conveners prepared the academic calendar to apprise the students and other stakeholders about the schedule of events and activities during the session.
To familiarize and train the faculty members with online teaching/evaluation tools and applications.	The IQAC conducted number of training sessions online to introduce and familiarize faculty members with various online teaching platforms.
To ensure uninterrupted and smooth functioning of online teaching learning process.	Formulated timetable for online classwork and achieved the target of clash free online classes.
To switch from conventional classroom to Technology driven smart classroom model.	As many as 10 Interactive Flat Panel Display smartboards were procured and installed in the classrooms during the current academic year.

13.Whether the AQAR was placed before statutory body?	**Yes**

- Name of the statutory body

Name	Date of meeting(s)
College Advisory Committee	31/08/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021	30/03/2022

15.Multidisciplinary / interdisciplinary

16.Academic bank of credits (ABC):

17.Skill development:

Government Degree College Sumbal is committed to its mission of providing ample opportunities to the students as far as skill based training is concerned. In this direction an Industrial training of one month was imparted to seventy seven (77) students of the college in three different courses i.e., CCNA, Web Designing and Multimedia Designing. The training courses were organized in collaboration with National Institute of Electronics and Information Technology Srinagar. The training charges and transport fee of about Rupees10 lacs was managed by the college. After completion of the training program, the training Partner (NIELIT) did a placement drive for the same students wherein three students were selected by the US Agro Company.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

Government Degree College Sumbal has a full-fledged official website through which the students are updated regularly. The institution has provided the links of Programme and course outcomes on the website and same is being shared in the social media groups and handles of the students.

The Academic Monitoring Committee of the college makes sure that all the prescribed learning outcomes are attained during the course of the session. Objectives are attained by way of conducting internal and external examination in the institution .Science departments do conduct practicals regularly and during these practical sessions and examinations the departments make sure that students are able to attain minimum learning levels expected from a student at a particular stage. External examinations are conducted by the University of Kashmir.

The college IQAC facilitates the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process carrying out periodic checks of course outcome attainment and action taken from each faculty.

20.Distance education/online education:

The education sector was among the hardest hit by COVID-19 pandemic. Educational institutions across the globe were forced to shut their campuses in the spring of 2020 and rapidly shift to online modes of teaching. Our college also shifted the entire pedagogical approach to virtual learning mode. The standard courses and traditional classroom experience was delivered through video conferencing and various other connectivity tools. Same digital platforms (like Zoom, Google Classroom, Wise, Quizzez, Kahoot) were used consistently across the whole college.The students were made to submit work, complete deadlines, maintain frequent contact with teachers and follow timetables. The teachers kept themselves available through virtual mode even beyond office hours.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**176**

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	**2420**

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	**0**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**519**

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	**30**

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**19**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**456.18293**
4.3 Total number of computers on campus for academic purposes	**40**

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

Although GDC Sumbal is a newly established college, however, in the field of academics the institution has done a lot of positive work. This has been possible only as a result of proper and effective planning drawn under the leadership of the Principal and culminated in the success with the help of hard working faculty and other auxiliaries.

Immediately after the starting of the new academic session, the IQAC of the college prepares the annual Calendar and devises a comprehensive plan of action. On the first working day of the session a staff meeting is convened wherein all the important decisions are taken regarding the successful and effective implementation of curriculum.

Various committees are formed to perform their responsibilities for the implementation of the curriculum. The concerned Head of Departments are directed to focus on the classroom teaching, maintain the academic records and ensure the presence of the students and also to make the teaching learning process result oriented. The action plans which are being devised for the proper implementation of curriculum usually focus on: 1. Counselling for those students who seek admission in the college for 3-year degree course. 2. Preparation of institutional and departmental timetables displayed on college notice boards and website. 3. The IQAC of the college convene meetings and issue regular notices and directions to take the review meetings related to the implementation of Curricular, co-curricular and extra-curricular activities. 4. ICT enabled teaching learning methods, use of scientific methods for effective teaching learning processes are also utilized.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

To achieve the very well-defined objectives, the institution prepares academic calendar immediately after the end of the winter vacations and adheres to it in letter and spirit. This academic calendar draws a clear-cut line what the institution has to do during the entire academic session related to the curricular, co-

curricular and extra-curricular activities. According to this academic calendar, the teaching work is carried out, examination and evaluation process is conducted and completed, sports activities are performed, debates seminars and other literary discussions are held.Subject tours, picnics, industrial and other necessary visits are organized for the betterment of students. NSS programs, sports tournaments, exposure interactions etc, all the activities are carried out according to the very academic calendar.Various commemorative days of national and international importance are also incorporated in the academic calendar and accordingly celebrated. Thereby in a well defined and clear manner, the objectives related to the annual academic journey is achieved. A well-defined copy of this academic calendar is uploaded in this AQAR for your kind perusal.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

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	B. Any 3 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	No File Uploaded

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

3

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
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)

3

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
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

77

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

77

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

The institution integrates crosscutting issues relevant to professional ethics, gender, human values, environment, and sustainability into its curriculum that recognizes the importance of holistic education. Apart fromtheoretical knowledge, the college takes into consideration practical skills, attitudes, and values to ensure graduates have the ability to solve real-world problems ethically, sustainably, and with a respect for diversity. By integrating these crosscutting issues into the curriculum, the institution is able to equip students with a deeper understanding of the way their discipline interacts with the world around them. For example, students in environmental science will learn about the connection between environmental degradation and social and economic inequality, leading to a more nuanced understanding of environmental protection. The universal adoption and impact of certain values have become widespread in personal and professional life during the era of neoliberalism and globalization. Embracing these values is considered essential for a successful transition into adulthood and for leading an ethically guided professional life. The program structure focuses on values such as gender equality, environmental and social sustainability, and ethical principles rooted in constitutional rights and responsibilities. The institution also actively organizes extracurricular activities to educate students about the fundamental importance of these values. Furthermore, courses in the humanities, sciences, commerce fields specifically emphasize the acquisition and understanding of these values. The courses that are directly related to promoting and instilling these values:

1. Human Resource Management (Commerce)
2. Gender Sensitization (Sociology)
3. Developing Emotional Competence (Psychology)
4. Environmental Studies (EVS)
5. Disaster Management (EVS)
6. Early Childhood Care and Education (Education)

File Description	Documents
Any additional information	No File Uploaded
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

13

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
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)	No File Uploaded

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://gdcsumbal.edu.in/iqac/aqar_20_21/SSS_2020_21.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

640

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

126

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

Government Degree College Sumbal has a full-fledged internal system of conducting examinations for the students of the college. For the purpose of continuous internal evaluation, the institution has a college-level Examination Cell. The cell works under the supervision of the Coordinator Examinations. Since the institute is affiliated with the University of Kashmir, the overall responsibility of conducting the evaluation process of answer sheets and preparing the results is the responsibility of the University of Kashmir. As far as internal assessment of students is concerned the college has divided the internal portion into three categories 1. Attendance during the session 2. Assignments related to the syllabus. 3. Viva voce.

During the processes of summative evaluation, the slow learners are identified and special programs like remedial classes are organized as per the needof the students. The time table for remedial classes is being made functional by the time table committee of the institution. Guest teachers are arranged for those subjects where the permanent teachers are not available. For high achievers, the institutionorganisesBrain storming sessions wherein the services of eminent persons, in and around the locality, are invited to initiate these sessions.

File Description	Documents
Link for additional Information	**Nil**
Upload any additional information	**No File Uploaded**

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

Number of Students	Number of Teachers
2420	**46**

File Description	Documents
Any additional information	No File Uploaded

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

The faculty in our institution believes that traditional methods of teaching and learning are no longer working for the betterment of the student community, hence the faculty always tries to be innovative during the process of teaching and learning. Students are often taken to the subject tours in order to give them real life feeling and surroundings and help them experience the nature itself. Students in our institution are always at the center of the learning process and every attempt is being made to involve them in the entire learning processes.

Some of the activities adopted by the college under various student centric methods are listed below:

A. Experiential learning activities that include 1. Field experiences 2. Industry/community research projects 3. Exploring employment 4. Group work, in & out of the classroom 5. Case studies 6. Applied research projects and 7. Open ended discussions.

B. Participative learning activities like 1. Group work 2. Brainstorming 3. Case studies 4. Role playing and 5. Assignments (theoretical and practical).

C. Problem-solving Strategies which include 1. Compute 2. Simplify 3. Use an equation, diagram, table, or chart 4. Work backward. The college conducts different cultural activities for students in order to inculcate the benefits of participative learning and cultural preservation.

File Description	Documents
Upload any additional information	No File Uploaded
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

The college faculty extensively uses a wide range of ICT based tools in the teaching-learning process. Some of the prominent ICT based tools used are as under:

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

2. PowerPoint presentations: The college faculty actively uses microsoft Powerpoint presentations as a teaching aid to deliver lectures and explain concepts in a more vivid and effective manner.

3. Digital study material: The Department of Higher Education, Govt. of J&K is in the process of digitizing the study material and lectures. In this regard, the college faculty are involved in the e-content generation and assimilation for some subjects. Moreover, the Department of Computer Applications has set up a repository of e-content across almost all subjects, provided by the Consortium for Educational Communication (CEC). Besides, the faculty members regularly upload study material in the online classes through Wise App, Google Classroom, etc.

4.Online assessments: Owing to the covid-19 pandemic lockdown, the college introduced an online assessment system.

File Description	Documents
Upload any additional information	No File Uploaded
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

46

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

24

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	**No File Uploaded**

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

13

File Description	Documents
Any additional information	**No File Uploaded**
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

168

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

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.

Our College has a full-fledged examination cell headed by Coordinator Examination which caters to the internal examination of the students. The internal examination of students is a well-structured processand is completely transparent. The students are informed in advance and paper setting is done by abiding all the University protocols.

Assignments and viva voce also forms an important element of internal assignment in the college. To make the process transparent there is a provision of providing carbon copy of answer scripts to the students if and when demanded. Science departments of the institution conduct regular practicals and during these practical sessions student's performance is being monitored regularly which form an important element of the assessment process.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	**Nil**

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

Our College underscores the importance of listening to the students grievances and we in our college are at the fore front of helping the students in order to have a smooth and stress free examination experience. The college has a full-fledged Examination Cell which apart from conducting all examinations, looks into the grievances of the students and at the same time make sure that all relevant and genuine grievances are resolved amicably. The college also has an active Grievance Redressal cell and Lab bearing Subject (Practical

Awards) committee to look into the matters related to other student grievances.

File Description	Documents
Any additional information	No File Uploaded
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.

Government Degree College Sumbal has a full-fledged official website through which the students are updated regularly. The institution has provided the links of Programme and course outcomes on the website and same is being shared in the Social Media groups of the students.

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

Government Degree College Sumbal makes sure that all the prescribed learning outcomes are attained during the course of the session. Objectives are attained by way of conducting internal and external examination in the institution. Science departments do conduct practicals regularly and during these practical sessions and examinations the head of departments make sure that students are able to attain minimum learning levels expected from a student at a particular stage. External examinations are conducted by the affiliating University.

File Description	Documents
Upload any additional information	No File Uploaded
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

418

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://gdcsumbal.edu.in/iqac/aqar_20_21/SSS_2020_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

8

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

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

9

File Description	Documents
Any additional information	No File Uploaded
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

5

File Description	Documents
Any additional information	**No File Uploaded**
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

An Industrial training of one month was imparted to 77 students in three different courses i.e.,CCNA, Web Designing and Multimedia Designing. The training course was organized in collaboration with National Institute of Electronics and Information Technology Srinagar. The college bore the training charges and transport fee of about Rs.10 lacs. Finally, the training Partner (NIELIT) did a placement drive for the same students wherein threestudents were selected by a US Agro Company.

In the same year, college organized workshop on Drug de-addiction. It is a well-known fact that the substance abuse menace is much prevalent in our society. The college organized the awareness program for sensitizing the students as well as the society regarding this grave problem which otherwise is eating the vitals of our society.

Career Guidance Programme was organized in collaboration with a non-profit organization namely Career Classes-365, to provide a conducive and competitive ecosystem to the student fraternity for cracking the different competitive exams of both state and national level conducted by UPSC, JKPSC, SSC, SSB, IBPC etc. The programme focussed on the importance of career counselling/ guidance to the young generations in this cut-throat competition era and guided the students in exploring the right choices and right opportunities for their career advancement.

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

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

3

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

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

5

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

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

847

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)	<u>View File</u>

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

1

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

3

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

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.

Physical Facilities: The College has a three-Storey main building with 18 classrooms each having a capacity to hold around 100 students at a time for routine classwork; 12 laboratories for lab -bearing subjects with all the basic facilities; 2 Museums, 2 smart classrooms; a well-established library. 12 rooms having all the facilities to run the college administration effectively are also housed in the main building. There is a two storeyed mini block as well, with as many as 8 rooms of varying dimensions which also can provide accomodation facilitiy for the staff. The washroom facility is sufficient & separate for girls, boys and staff. There is a fully furnished principal's chamber besides two separate staff rooms. The college has an Indoor Stadium used for multipurpose activities besides Indoor games. In addition to this, there are six big pre-fabricated huts which are established as classrooms as well as separate Gym Centres for boys & girls. A newly constructed Canteen block adds to the amenities for the students & staff. There are separate restrooms for students, besides a dispensary for immediate medical aid in case of any exigency. There is a chowkidaar hut alsowith all the facilities available.

Library & learning Resources: The College has a big library housed in the main building with approximately twelve thousand five hundred books. In addition to books, the library is beset with a Browsing centre and an activeinternet connection to access various online resources.

File Description	Documents
Upload any additional information	**No File Uploaded**
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 has excellent sports and cultural program related facilities available. The sports facilities include both indoor and outdoor components. The indoor facilities include a spacious Indoor Sports Stadium with an area of 3500 Sq. feet established in 2015 and

functional from 2016. The Indoor Stadium is utilized for Table Tennis, Badminton, Acrobatics, and other indoor games. The outdoor sports are facilitated by spacious play-fields for the outdoor games like football, volleyball, cricket, badminton, basket ball, and traditional games like Kho-Kho, kabaddi etc. The college has two separate state of the art gymnastic centres for boys and girls established in 2015 with an area of 600 Sq. feet each.

As far as the cultural programs are concerned, the college has a well-equipped Music Department with good collection of Musical Instruments. The college organizes different types of Cultural Programmes throughout the session. The programs include Mushairas, Skits, One-act Play, Music Concerts, Yoga cum meditation training sessions.

File Description	Documents
Upload any additional information	No File Uploaded
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	No File Uploaded
Paste link for additional information	https://www.gdcsumbal.edu.in/iqac/aqar_20_21/class_rooms.pdf
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)

111.315

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	View File
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)

The library of the college is enriched with 12.5 thousand texts as well as Reference Books on diverse subjects. For the convenience of staff and students of the college Library has been fully automated and equipped with Integrated Library Management System (ILMS). The students are provided books for a period of 15 days, extendable, if the need arises. The management of the library is providing every type of support and guidance to the students to make the proper use of the various facilities available in the said library. Both online and offline journals, magazines, newspapers etc. are made available and a good number of students make the use of these facilities. The library remains open from morning to evening during all the working days.

Additionally, library provides the following services to its patrons:

1. **Automated circulation of Books**
2. **OPAC (Online Public Access Catalogue)**
3. **Browsing Facility**
4. **Printing and Reprographic Service**
5. **Reference Service**
6. **Newspaper Clippings**
7. **Display of New Arrivals**
8. **Library Orientation to fresh members**
9. **Preservation of Documents**
10. **Current Affairs Awareness**

File Description	Documents
Upload any additional information	**No File Uploaded**
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	**B. Any 3 of the above**

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<u>View File</u>

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)

3.14

File Description	Documents
Any additional information	**No File Uploaded**
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)	<u>View File</u>

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

70

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

Keeping pace with the technological developments especially Information Technology revolution, the institution tried to make its best out of these technological advancements as could be possible in adherence to Govt. rules thereof. Accordingly necessary upgradation in the IT infrastructure of the institution was affected by establishing the Information Technology facilitating equipment for example Interactive Flat Panel Displays (IFPD), Smartboards, Ultra Short Throw projectors as picturised in the link uploaded in Section 4.1.3. Additionaly as many as 10 number of Interactive flat panel displays amounting to Rs.15.5 lacs were procurred during the period under review.

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

4.3.2 - Number of Computers

61

File Description	Documents
Upload any additional information	**No File Uploaded**
Student – computer ratio	**No File Uploaded**

4.3.3 - Bandwidth of internet connection in the Institution	**D. 10 - 5MBPS**

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)

15.22

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 institution has a well devised mechanism in place to look after and ensure the optimal utilization of the entire infrastructure (Academic cum sports etc.) of the College through various committees framed in the beginning of each session for this purpose. To name a few, Colleges Development Committee, College Landscape Committee, College Purchasing Committee etc. all work in unison under the guidance of College Advisory Committee for upkeep of Physical cum Academic Infrastructure of the Institution. Their domain comprises of necessary repairs, renovations andpurchases.

Full utilization of Classrooms as well as Laboratories is made possible by meticulously drafted Time Table by the respective Committee of the College.

The College Library Committee is entrusted with the job of ensuring the efficient functioning of the Library. For its hassle free

functioning, a roaster is prepared wherein, the days of the week are specified for Issue and Return of Books by students of various semesters. Text Books are generally issued for fifteen days at a time and if otherwise possible, reissue for next fifteen days is also permissible in special cases.

The Sports Committee of the college ensures proper use of the Sports Equipment by the Students. Issue & return of Sports Items is done after proper verification and checking. Broken or worn-out Sports items are written off as per the relevant rules provided therein for the same.

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

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

1160

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
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)	<u>View File</u>

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	**No File Uploaded**
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

`500`

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

`500`

File Description	Documents
Any additional information	**No File Uploaded**
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	No File Uploaded
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

0

File Description	Documents
Self-attested list of students placed	[View File](#)
Upload any additional information	No File Uploaded

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

36

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
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

0

File Description	Documents
Upload supporting data for the same	View File
Any additional information	**No File Uploaded**

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.

2

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)

To manage academic and other necessary affairs of the college smoothly and effectively, students of GDC Sumbal have representation in several committees. These are: IQAC, Alumni Association, NSS Unit, Sports Committtee, Grievance Redressal Committee etc. Moreover, each class has a class representative (CR) who represents the whole class and gives valuable feedback related to the successful conduct of examinations, admission process, maintenance of discipline, plantation drive etc. These CRs are invited to discuss variuos issues related to the conduct of classwork, Tutorials, Remedial Classes, Practicals, maintenance of cleanliness and celebration of important national events, etc.. This way, the role of the students is given due consideration for the betterment of the institution.

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

5

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
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

The Alumni Association of the college was formed with the aim to promoteinteraction amongst members and to serve as a link between the members of the alumni association and their Alma Mater. This forum provides an important opportunity for free flow of ideas and understandings between the college administration and the former students of the college. The administration is getting very important feedback related to tthe functioning of the institution and its shortcomings. With this input, the administration tries to overcome these weaknesses regarding which the attention is invited by the alumni members. This way with the help of this interaction, the institution is getting largely benefitted.

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 college administrative body is highly focused on the vision and mission of the institute and the same can be confirmed by the following strategic commitments that have been earmarked by the college administration:

- **Modern and precise educational practices that are intended to develop the future generation.**
- **An atmosphere that facilitates personal commitment to the educational success of students in an environment that values multiplicity and society.**
- **Education and research partnerships with universities,**

- colleges and industries.
- Highly successful alumni who contribute to the profession in the global society.
- Undergraduate programs that integrate global awareness, communication skills and team building across the curriculum.
- Practical and responsible resource management.
- Training that prepares students for interdisciplinary research and advanced problem-solving Leadership and service to meet society's needs.

Furthermore, the division and distribution of administrative responsibilities among the faculty members have been well-stratified. The core of this strategy is the constitution of different committees and whose conveners and members are sharing the administrative responsibilities, which ensures decentralized method of functioning.

Our Institute has established several committees with special authority granted to them since it recognizes and supports decentralization of power.Each committee has a specific function to fulfill in the overall planning and administration of college events. The academic functions of the institution are managed by the college academic committee. Other additional committees are always functioning in the areas for which they were established. Every committee is actively involved in everyday college affairs.

File Description	Documents
Paste link for additional information	Nil
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.

The College has established a well-structured mechanism to promote participative management in the both academic as well as administrative fields. The college advisory/development committees reach the ideas about academic goals, organizational progression and better campus life collected from all stakeholders to promote the efficient functioning of the College. The staff and other stakeholders help in infusing a positive attitude that leads to increased efficiency, improved communication, heightened morale, motivation and job satisfaction. Believing in decentralization, the Management takes policy decisions, finance, infrastructure etc. with

the help of members of the College Development Committee. The Advisory committee and CDC discuss matters related to teaching and administrative matters and decisions taken at these levels are implemented.

It is pertinent to mention that merit is given preference to seniority for the choice of conveners of the committees. In the case where the senior's experience is required, in that case, the senior faculty member is chosen as the head/convener of the committee. The selection of the dean and staff secretary is done by voting where all staff members participate to make the choice. Non-teaching staff are a part of the decision-making process and decentralized system in various committees/activities of the college.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Curriculum Development:

The University of Kashmir is connected with the Government Degree College as our college is affiliated with it. The course structure and curriculum designed and approved by affiliating university's board of studies,is followed by the college.

Teaching and Learning:

Various college committees regularly organise varied invited lectures, guest lectures, invited talks, seminars, workshops, and skill courses for teachers and students as an addition to supplement to the regular class work. Numerous competitions in music, poetry, writing, and other fields are often held.

Examination and Evaluation:

As a University of Kashmir affiliated college, GDC Sumbal, abides by all examination-related rules and regulations as they are updated from time to time by the University.

Research and Development:

The college has constituted a research and development committee along with an innovation committee to advance faculty members involved in research as well as conduct various research initiatives.

Human Resource Management:

The staff is deployed in the college by the J&K Higher Education Department in response to an order and request from the college management. The department notifies through JK PSC & JK Service Selection Board as per the need for both gazetted and non-gazetted employees for recruitment.

Admission of Students:

As part of its e-governance programme, the College established an ITSS centre in accordance with instructions from the administrative department. Students can easily contact the centre for requirements and concerns relating to admission and exams

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
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.

The functioning of GDC Sumbal is very effective and efficient as is visible from the policies and administrative setup of the college. A hierarchical setup is established from top to down the level clearly demarking the Duties, Responsibilities, Accountability and Authorities at every stage. The Institutional Management is designed in a scientific way with transparency to get the optimum results out of it. GDC Sumbal has been established in 2010.The appointment of the faculty and non-teaching staff is done through recruitment agencies J&K PSC and Service Selection board as per the indent of J&K Higher Education Department. The academic Arrangement staff is engaged by Directorate of Higher Education (J&K) periodically as per the workload of the college. All the service rules and procedures are followed as laid down in the J&K CSR. It has an administrative department at the top and the different committees established at

the college level to monitor and achieving the vision and mission of the institution. It has an effective organizational structure which monitors and improves the institution's performance.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	**Nil**
Upload any additional information	**No File Uploaded**

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	**No File Uploaded**
Screen shots of user interfaces	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<u>View File</u>

6.3 - Faculty Empowerment Strategies

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

The institution has provision of various welfare measures and welfare schemes for teaching staff, non-Teaching staff and Students:

For Teaching staff:

There is General Provident Fund (GP Fund) for the employees recruited before 2010, New Pension Scheme (NPS) for the employees recruited after 2010. There is also Group Medical Insurance for the employees. Medical and Maternity/Paternity leave benefits are also given to the employees. Proper Medical reimbursement is given to the employees under rules. There is Sports and Gym Facility. Teaching staff is Sponsored for attending professional development

programmes. Special Study Leave benefits are also recommended by the Principal of the college. There are other welfare schemes and leaves as per financial code of J&K.

For Non-teaching staff:

There is existing General Provident Fund (GP Fund) for the employees recruited before 2010, New Pension Scheme (NPS) for employees recruited after 2010, Group Medical Insurance, Special Study Leave as per rules. Non-teaching staff is encouraged to attend training programmes imparting and reinforcing their skill bank. There is periodic Revision of Salary to Local Fund Employees (LFEs). Financial Assistance is also given to local fund employees. Besides there are other welfare schemes and leaves as per financial code of J&K.

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

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

3

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
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)	**No File Uploaded**
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

The college follows the J&K UT rules and the UGC Regulations on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education-2010" (Regulation No. F.3-1/2009 dated June 30, 2010), together with all amendments made therein from time to time, for its teaching and non-teaching staff.

The performance of each employee is assessed annually after completion of one year of service through Annual Performance Report (APR). The salient features of the performance appraisal system are as follows:

Teaching Staff:a)The performance of each faculty member is assessed according to the Annual performance Report. b) Promotions are based on the API score. c) The institute undertakes a wide range of activities besides academics, for which faculty members are assigned additional duties and responsibilities, which are mostly voluntary. The Institute accords appropriate weightage for these contributions in their overall assessment. d) The placement cases are forwarded after proper scrutiny by the Coordinator IQAC and the Principal. e) Faculty members whose promotions are due are recommended based on their API score.

Non-Teaching Staff: All non-teaching staff are also assessed through annual confidential reports and annual performance appraisal. The various parameters for staff members are assessed under different categories i.e. Character and Habits, Departmental Abilities, Capacity to do hard work, Discipline, Reliability, Relations/Co-operation with superiors, subordinates, colleagues, students and public, Power of Drafting (where applicable), efficient organization of documents (Ministerial Staff) and technical abilities (workshop staff).

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

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

The Department of Higher Education J&K is the main financing source for the college, providing funds for building development, maintenance, and staff salary. The college is a public institution. To get administrative approval and release money for other uses, the institution approaches the department. The budget is occasionally provided in favor of the college when approval is given. The college also receives meagre funding from a variety of different programmes from other government like RUSA, UGC, quasi-government, and private

organizations, particularly from the affiliatinguniversity, University of Kashmir. A thorough audit is always performed to verify and authenticate the institution's financial and non-financial facts. The goal of the audit agencies is to evaluate how resources are used and not used in order to detect loss/fraud, misappropriation and embezzlement of cash released. It also validates the college's stock. The college undertakes a three-tier audit by the departments of Finance, Higher Education, and the Audit Wing of the Accountant General of Jammu and Kashmir. The Finance Committee, which is made up of members from the departments of Commerce, Economics, and Business Administration, also supports the college's internal audit committee, which has the responsibility of conducting internal audits on a regular basis and augmenting the audit mechanism.

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	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

The institution always monitors the effective and efficient use of available financial resources for infrastructure development to support the teaching-learning process. Being a government institution, budget from the government and tuition fee is the main source of income. Along with these grants from various Government

agencies, certainadd-on resources are used for mobilization of funds. These funds are utilized for all recurring and non-recurring expenditure. The institution has a well-defined mechanism to monitor the effective utilization of available financial resources for the development of the infrastructure to augment academic needs. All the HOD'S and Conveners of various committees submit the budget requirements for the coming academic year. The advisory and the purchase committee prepares an annual budget estimate duly considering the proposals received and also the recommendations of the principal and management. All the major financial decisions are taken by the institute's purchase and advisory committee. Institute adheres to the utilization of budget approved for academic and administrative expenses. After final approval of budget, the purchasing process is initiated by purchase committee which includes all head of departments and Principal, accordingly the quotations are invited and purchase orders are placed after final process. All transactions have transparency through bills and vouchers. The entire process of procurement is monitored by the purchase committee and the principal. Generally the financial audits are conducted by the auditors from Accountant General office. In case of funds alotted for some specified schemes, the audit is conducted by a chartered accountant.

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

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

The college has well established Internal Quality Assurance Cell (IQAC) which has greatly contributed towards optimization and integration of modern methods of teaching and learning. The credibility of evaluation procedures, ensuring the adequacy, maintenance and proper allocation of support structure and services, sharing of research findings and networking with other institutions in J&K and across India. Internal Quality Assurance Cell is directly responsible for the development of a quality culture in the institution.

The duties and responsibilities of IQAC include:

- Development of quality benchmarks/parameters for various academic and administrative activities of the institution.
- Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process carrying out periodic checks of course outcome attainment and action taken from each faculty.
- Monitor the action taken by departments on feedback response from students, parents and other stakeholders on quality-related institutional processes.
- Dissemination of information on various quality parameters of higher education.
- Organization of inter and intra-institutional workshops, seminars on quality-related themes and promotion of quality circles.
- Documentation of the various programmes/activities leading to quality improvement.
- Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices.
- Development and maintenance of institutional database to maintain /enhance institutional quality.
- Development of Quality Culture in the institution.
- Preparation and submission of Annual Quality Assurance Report (AQAR) to NAAC.

File Description	Documents
Paste link for additional information	Nil
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

All the teaching learning process, structures & methodologies of operations and learning outcomes are reviewed at periodic intervals through IQAC and Academic monitoring committeeset up as per norms. The exercise is done to ensure the improvement in various academic activities of the college. The IQAC continuously reviews and takes steps to improve the quality of the teaching-learning process. The Academic Calendar is prepared in advance, displayed and circulated in the Institute and strictly followed. The teaching-learning processes are reviewed, and improvements implemented, based on the

Academic monitoring committee and IQAC recommendations.

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)	C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://gdcsumbal.edu.in/uploads/resources/newsletter202021.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
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

Our college initiates measures for promotion of gender equity and gender sensitization at curricular, co-curricular and campus level. In this regard college has constituted various committees like Women's Development Cell and Grievance Redressal Cell and Anti-Sexual Harassment Cell. Common room for the female students is also available in the college.

For the promotion of gender equity participation of female students

andfaculty is ensured in various activities like sports, NSS, seminars, debates, self-defense, career counseling, essay competitions, painting competitions, cultural programmes, women empowerment programmes etc.

In curricular measures/initiatives for gender parity, our college offers 'Gender Sensitization' as a Skill Enhancement Course in BG 4th Semester across the streams to sensitize the students regarding various aspects of gender parity and equity. Besides college offers 'Women Empowerment' as Generic Elective Course to the students of BG 5th Semester in order to promote the sense of self worth, their ability to determine their own choices, & their right to influence social change for themselves & other stakeholders.

In co-curricular measures for promotion of gender equity, college organizes various programmes like skill training programmes, talent shows, and career couselling and guidance sessions. International Womens day is being celebrated every year in the college.

College in collaboration with NIELIT Srinagar arranged an Industrial Skill Training Programme on Multimedia Designing from 24-02-2021 to 21-03-2021 for the students of college including 26 girl students. The programme was sponsored by the Higher Education Department, Government of J&K.

File Description	Documents
Annual gender sensitization action plan	Nil
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	Nil

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	D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	[View File](#)
Any other relevant information	**No File Uploaded**

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

The biodegradable and non-biodegradable waste generated in the college campus is collected separately and disposed off as per the established procedures.

Solid waste produced in the institution is disposed off with the help of services from Municipal Committee Sumbal. The liquid waste generated from the laboratories and washrooms is discharged into the soakage pits and septic tanks constructed in the campus. Significant amounts of biomedical waste, e-waste and hazardous chemical and radioactive waste are not generated in the campus.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	**No File Uploaded**
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	**E. None of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
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	No File Uploaded
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 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	D. Any 1 of the above

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.	D. Any 1 of the above

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

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
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).

GDC Sumbal aims at making its campus a microcosm of the country in terms of letting the various diversities flower & flourish & creating 'Unity in Diversity'. Different workshops, sports activities, cultural activities, debates and seminars are organized routinely in the college to promote harmony and tolerance towards each other.

In order to accommodate gender diversity, the Women's Development Cell of the college remains abuzz with activities & programs all through the year. On 8th March 2021, the college celebrated the International Women's Day by organizing a one day Talent Show on the contribution of women to the society.

The socio-economic disparities are taken care of by providing financial aid annually to the needy and underprivileged students which is sourced from the Student Aid Fund (Local Fund) of the college. The college also helps the students in availing various scholarship schemes run by different departments of the government. Two full fledged committees have been created for the purpose - Financial Aid Committee andScholarship Committee. Remedial classes are also conducted for students belonging to underprivileged section of the society.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	**No File Uploaded**
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

GDC Sumbal is wedded to the goal of creating a human resource which should be an asset to the nation rather than a liability. With this purpose, regular programs are organized with the aim of inculcating duty consciousness in the staff & students of the college.

Every year Republic Day & Independence Day are celebrated on 26th January & 15th August, respectively, in the college with all enthusiasm. Among the ceremonies on the day include the hoisting of the tricolor, singing of the National Anthem & taking pledge to work for the unity & integrity of the Nation. Sweets are also distributed on the occasion.

GDC Sumbal also observes the Constitution Day every year on 26th November to commemorate the adoption of the constitution of our country. This also makes the staff & students conscious of their constitutional obligations.

Further, courses on the constitution of India have been integrated into the curriculum of the college wherever feasible.

In order to make the staff & students aware of the current climate crises & urgent need of preservation of environment, a constitutional obligation, regular campaigns & programs are organized in the college especially by the NSS & Eco Club. On 24th March 2021, the college organized a Plantation Drive with the slogan "One Person One Tree".

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	**B. Any 3 of the above**

File Description	Documents
Code of ethics policy document	[View File](#)
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

World Environment Day was celebrated online on 5th June, 2020 but due to COVID-19 Pandemic on ground activities were not conducted. All the faculty members held sessions during online classes and highlighted the aims and objectives of celebration of the day. A pledge was taken to work for the conservation and protection of nature and natural resources.

International Yoga Day was celebrated on 21st June, 2020, but due to prevailing Pandemic the day was commemorated in the form of an online inter-college essay competition on the theme "COVID-19: A Trade-off Between Health and Economy". The online competition was open for all college students of Kashmir Division. The first three position holders were felicitated by the college with Certificates of Position and some token prizes.

College celebrated 74th Republic Day on 26th January, 2021 with grandeur, great and enthusiasm to commemorate the adoption of the Constitution of India. The celebration comprised of hoisting of national flag by the Principal and singing of National Anthem by the

teaching faculty, non-teaching faculty, NSS Volunteers and students.

International Women's Day was celebrated on 8th March, 2021. On this occasion one day Talent Show was organized by the Department of English in collaboration with the College Debates and Seminars Committee. The talent show was attended by the faculty and a large number of students. Worthy Principal of the college, in his presidential address, highlighted the importance of the day and also gave an insight into the facilities available in the college for students especially females.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
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.

Best Practice – I

Title of the Practice: Automation of Library

The college has done complete automation of the library. The routine library operations including cataloguing and circulation has been fully automated using Software for University Libraries 2.0 (SOUL 2.0). One of the modules in the said software package is OPAC (Online Public Access Catalogue) whereby a user can access a desired book with much ease and convenience. Automation of library is an important step towards the development of an efficient library services that provide better access to online knowledge resources to the students and the faculty to keep them updated and abreast with the latest research and technology. It has really increased the efficiency of operations and made services more effective and accurate.

Best Practice – II

Title of the Practice: Shift to Digital Platforms

The education sector was among the hardest hit by the Covid-19 pandemic. Colleges across the globe were forced to shutter their campuses in the spring of 2020 & rapidly shift to online instruction. Our college also shifted the entire pedagogical approach to virtual learning mode. The standard courses & traditional classroom experience was delivered through videoconferencing & various connectivity tools. Same digital platforms (Zoom, Google Classroom, Quizzez, Kahoot) were used consistently across the whole college.The students were made to submit work, complete deadlines, maintain frequent contact with teachers & follow timetables. The teachers kept themselves available through virtual office hours.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	No File Uploaded

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

Gender equity and Gender sensitization within the campus are inseparably wedded to the vision of GDC Sumbal. The mission of respecting & upholding the expression of gender equality & fighting gender stereotypes is sought to be achieved at the curricular, co-curricular & campus levels.

The academic efforts towards gender parity are supplemented by co-curricular activities of various committees like Women's Development/ Grievance Redressal/Anti-Sexual Harassment Cell. Self Defense camp, celebration of Girl child day, seminar on gender & competitions like Mehandi designing are constituent elements of the annual calendar of activities.

The share of female students in the college enrollment is about 50%. In order to provide these girls, most of whom come out of their villages for the first time in their lives, a comfortable & safe ambience of "feel at home" within the campus, a good number of measures have been adopted by the college. These include strategically placed CCTV cameras within the campus, separate toilets for males andfemales, separate physical fitness centre for the female students andseparate time slots in the Indoor stadium.The campus has been sternly declared as anti ragging, smoke free & mobile free.

Last, but most importantly, there is a sound grievance redressal mechanism in place in the college & any complaint of sexual harassment is thoroughly investigated & effectively handled by the Anti Sexual Harassment Cell. Gender parity & sensitizationare ingrained in the ethos of our college.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

1. The college plans to make the campus more green and eco-friendly.

2. To work for improving the existing infrastructure by way of preparing and submitting of new DPRs to the administrative department.

3. To work for the improvement in the existing NAAC grade.

4. Equip more lecture halls with Interactive Smart Boards to improve the teaching learning experience.

5. To conduct various gender equity promotion programmes.

6. To conduct environmental consciousness and sustainability programmes.

7. To strengthen co-curricular and extra-curricular activities.

8. To organize COVID-19 Vaccination Drives in the college for faculty and students.

9. To strengthen the Academia-Industry interface, the college plans to sign many fresh MoUs.

10. To motivate faculty for submission of Research projects to the concerned departments.