



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		GOVERNMENT DEGREE COLLEGE POONCH
Name of the head of the Institution		Prof. Tajinder Singh
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		01965220231
Mobile no.		9419601920
Registered Email		degreecollegepoonch@gmail.com
Alternate Email		iqacpoonchcollege@gmail.com
Address		Near Bus Stand Poonch
City/Town		Poonch
State/UT		Jammu And Kashmir
Pincode		185101
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Semi-urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. Jasbir Singh
Phone no/Alternate Phone no.	01965220231
Mobile no.	9419632185
Registered Email	jasbirsinghisher1699@gmail.com
Alternate Email	iqacpoonchcollege@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.gdcpoonch.co.in/pdf/AQAR%202018-19.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.gdcpoonch.co.in/pdf/Academic%20Calender%202019-20.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B+	2.71	2017	02-May-2017	01-May-2021

6. Date of Establishment of IQAC

29-Jul-2010

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Workshop and interaction with farmers	20-Sep-2019 01	37
View File		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	Salary 2202	State Govt.	2019 365	84746000
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

Anti Drug Rally(Drug Abuse and Illicit Trafficking), International Women Day, World Yoga Day, National Voters Day, Symposium on Communal Harmonay Imperative for National Integration Seminar on "Save Water Save Life". Symposium on "Sadak Suraksha -Jeevan Raksha" International Youga Day,

[View File](#)

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

Plan of Action	Achivements/Outcomes
Collaboration with Government and Non Government Organizations	Development of Collaboration with Government and NonGovernment organizations to conduct Skill Programmes
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14. Whether AQAR was placed before statutory

Yes

body ?					
<table border="1"> <tr> <td>Name of Statutory Body</td> <td>Meeting Date</td> </tr> <tr> <td>College Advisory Body</td> <td>15-Feb-2021</td> </tr> </table>		Name of Statutory Body	Meeting Date	College Advisory Body	15-Feb-2021
Name of Statutory Body	Meeting Date				
College Advisory Body	15-Feb-2021				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes				
Date of Visit	17-Apr-2017				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2019				
Date of Submission	18-Dec-2019				
17. Does the Institution have Management Information System ?	Yes				
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>Administrative setup of the institution runs in cooperation and coordination with management involving all stakeholders in the following manner: A. Information is sought through frequent meetings with different committees feedback system from students, staff and alumni through complaint box, suggestion box and grievance redressal domain on website email, personal contact, social media and SMS services. B. Information so sought is processed through appropriate committee and recommendations so made by the members of committees are executed and implemented at proper level. C. Information from the administration and management is disseminated through official website, newsletter, information brochure, meet, alumni meet, print media, social media, bulk SMS service etc. Besides, college also uses following modules/facilities for Management Information System of the college. WhatsApp Groups: WhatsApp groups are made class wise and subject wise, monitored by the concerned teaching faculty for information and discussion, Official email: degreecollegepoonch@gmail.com for communication with authorities outside the college. Official</p>				

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The college believes in adopting a holistic approach towards the effective delivery of the curriculum through a structured and transparent process. From the design, planning and implementation there's a methodical approach in the effective completion of the curriculum. All the departments follow the curriculum designed and prescribed by the Jammu University. The parent university updates the syllabus periodically for all courses. All the courses are offered in semester mode. There is a strict adherence to the time-table and course plan. The time table is formulated so as to finish the stipulated hours needed towards each subject. The Course Plan involves and encourages the teachers to include various methodologies like ICT, Experiential learning, Peer-learning, debates and discussions to ensure effective preparation and delivery of each segment. Through a well-planned Course handout, time table, planner, workload, scheme of evaluation and calendar, an effective curriculum is delivered and documented. Guest lectures by eminent personalities in the relevant area, workshop, short term projects and industrial visits are also modes of imparting quality education. The plan infuses co - curricular and extra-curricular activities with academics to meet the objective of the course. The various departments offer Certificate courses like functional English and Sericulture etc. Certificate programs are short-term training program. Certificate programs helping the students to develop skills and experiences. The institution has a proper mentoring system assigned to act as an advisor, counsellor, or guide to a junior or trainee or student. Remedial classes are extended to the students at regular basis. These classes are aimed at improving the performance of students who are struggling with their academics. Internal assessment is a crucial part of the instruction process. All the assignments are evaluated based on rubric, which provides a fair and objective evaluation system. Newsletters are circulated and issued periodically which gives a glimpse of the departmental activities. The meeting between the parents and teachers is aimed to discuss child's progress in the college and address if there are any academic or behavioural issues. Faculty is encouraged to attend various FDP programs which help them upgrade their knowledge and skill sets.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Certificate course in Fun. English	Diploma course in Fun. English	10/08/2019	01	yes	yes

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction

Nil	NA	01/08/2019
View File		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	NA	01/08/2019

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	10	5

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
NA	01/08/2019	Nil
View File		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nil	NA	Nil
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
<p>The development of any organization heavily depends upon a well-functioning feedback system involving all major stakeholders. The college has been practicing an online feedback system through feedback forms accommodating all the stakeholders including students, alumni and parents to help the individuals and organization as a whole to improve the performance and effectiveness of the Institution. Since the process of feedback is based online it reduces paper work and in one of the ways to deploy green practices. Online feedback mechanism maximizes the involvement of all stake holders as to give regular reminders if not participated. The institution collects the feedback on curriculum aspects and courses from different stakeholders such as the students, parents, alumni and faculty. The college maintains an IQAC as a quality enhancement measure. In supervision of IQAC, various departments and committees like Career Guidance, Anti-Raging and Anti Sexual Harassment Committee, Student Welfare Cell etc reinforce the curriculum by incorporating</p>

updated information and diurnal social issues. The college conducts annual Alumni Meet, in which suggestions and feedback are received from Alumni students. Feedback from companies visiting campus on recruitment drives too is recorded and Action taken report is generated for the same. Student Feedback on Institutional Performance is evaluated based on the overall impact of college on Student life, cleanliness of the Campus Canteen Facility, Sports Facility, Assessments, Evaluation and Feedback Co-Curricular and Extra Curricular Activities etc. Parent Feedback on Institutional Performance is evaluated based on the infrastructure of the College, Administrative Office Support and response, Value added programmes offered, Field trips and other trips, Exposure to extracurricular, inter collegiate activities, Class tests and examination conducted, Class Discipline etc. In terms of suggestions and corrective measures opted from the feedback of stakeholders, the corrective measures are adopted and the relevant action is taken thereafter. The alumni of the college supply constructive tips on helping the students gain extra recognition and improving themselves.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Arts	2500	481	426
View File				

2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	1843	Nil	37	Nil	Nil

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
64	10	2	4	4	7
View File of ICT Tools and resources					
View File of E-resources and techniques used					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The College is having vital Cells/Clubs/Societies for mentoring the students. They are: 1. Zoological Society 2. Botanical Society 3. Geographical Society 4. Chemical Society 5. Mathematical Society 6. Women Development Society 7. Literary Society 8. Multilingual Society 9. Creative Writing Club 10. Red Ribbon Club 11. Sports Club 12. Debating Club 13. Eco-Club 14. Socio-Club 15. Career Counselling and placement cell/ innovation club. Students are given career counselling, personal guidance besides academic issues are resolved through these societies, clubs and cells. Monitoring of students is done through various programmes organised in the college

viz. Symposium, Seminar, Debate, Quiz, Workshops etc. Students are counselled by the class teachers and HODs for improving their academic performance and attendance. These way students realize their responsibilities at the early stage.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1843	64	1:29

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
42	37	5	Nil	17

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	NA	Nil	NA

[View File](#)

2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	B.A	B.A. Sem-I	31/01/2019	31/05/2020

[View File](#)

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The College level Exam committee works under the supervision of Principal. The Exam Committee takes the overall responsibility of conducting the end semester examination, Internal Assessment Tests and declaration of result after the evaluation of answer sheets by subject teachers. Every department is responsible for the preparation of timetable, setting of question paper, evaluation of answer sheets and result declaration of Internal Assessment tests. After result, the grievances of the students are considered and looked into at the departmental level. The Internal Assessment tests are conducted as per the centralized date sheet of the college. The Assessment Awards are displayed on the departmental notice board. The absentee and failure students are given chance for retest. After compilation of the Internal Award Registers, Internal Assessment Committee check and verify and then countersigned by the College Principal. The Award registers are finally submitted to the University of Jammu after verification by the expert members deputed by the University of Jammu.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Principal of the college along with IQAC coordinator and HOD,s finalize the Academic Calendar. The Academic Calendar includes tentative dates of all the

academic activities/programmes such as admission, class-work, conduct of Internal Assessment Tests and tentative dates of University exams etc. Curricular and extracurricular activity dates are also published in the College Academic Prospectus for the convince of the staff and students.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://www.gdcpoonch.co.in/pdf/gdcp29june21_1.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
UARTE-601	BA	Arts	102	75	73.5
View File					

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<https://www.gdcpoonch.co.in/pdf/Student%20Satisfactory%20Report%202019-20-converted.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	01	Department of Higher Education Govt. J	3.5	3.5
View File				

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
One day seminar (Scope of Sericulture)	Government Degree College Poonch (Cocoon Club)	20/08/2019
Workshop and interaction with farmers	Government Degree College Poonch (Cocoon Club)	20/09/2019
Visit of different villages and interaction with farmers	Government Degree College Poonch (Cocoon Club)	08/10/2019
International day against drug Abuse illicit trafficking	Government Degree College Poonch (RRC/NSS)	26/06/2019

Save water Save life	Government Degree College Poonch (NSS/POLITICAL SCIENCE)	03/10/2020
Administrative pledge for peace and communal harmony	Government Degree College Poonch (NSS/POLITICAL SCIENCE)	11/11/2020
Ways and Means of Plastic Waste Management	Government Degree College Poonch (NSS/POLITICAL SCIENCE)	02/10/2020

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Best Research Paper Presentation Award	Dr. Tariq Hussain	Government Degree Poonch	31/12/2019	Nil
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
01	Department of Computer Application	Self financed	Innovation and incubation Centre	Communication and personality development course, Certificate course in CA, Web Designing, Application Development, Course on Cyber Security etc	18/07/2019
View File					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NIL	Nil

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Zoology	2	6
View File			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
NIL	Nil
View File	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Eucalyptus and neem based crude extraction effect for Silkworm	Dr. Shamim Ahmed Bandey	Journal of Pharmacognosy and phytochemistry Journal of Pharmacognosy and phytochemistry , Vol. 9 (4), pp 1390-1395 (E-ISSN:2394-8234, P-ISSN:2278-4136)	2020	2	Govt. Degree College, Poonch	14
View File						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
A study on various types of locally Available materials use for spinning of Silkworms and its impact on some Economic Parameters in Silkworm, Bombax mori L.	Dr. Shamim Ahmed Bandey	Multidisciplinary International Journal Remarking An Analysis . Vol. 5 (2) May-2020 (E-ISSN:2455-0817, P-ISSN:2394-0344) RN No .UPBIL/2016/67980	2020	2	14	Govt. Degree College, Poonch
View File						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	10	12	Nil	Nil
View File				

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Anti Drug Rally(Drug Abuse and Illicit Trafficking)	NSS Unit Govt. Degree College Poonch	14	160
View File			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Table Tennis (Men)	Gold Medal	INTER-COLLEGIATE SPORTS FESTIVAL 2020 ORGANISED BY HIGHER EDUCATION DEPARTMENT JK	5
View File			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Anti Drug Rally(Drug Abuse and Illicit Trafficking)	NSS Unit Govt. Degree College Poonch	Anti Drug Rally(Drug Abuse and Illicit Trafficking)	14	160
View File				

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
NIL	00	NA	0
View File			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering	Duration From	Duration To	Participant
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		institution/ industry /research lab with contact details			
on-the-job training	UGC Sponsored General Orientation Course (Under RUSA)	UGC Human Resource Development Centre, University of Jammu.	03/12/2019	23/12/2019	21
View File					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Directorate of Distance Education ,Maulana Azad National Urdu University, Gachibowli ,Hyderabad-500032	16/04/2019	Academic and administrative support like organize and conduct counseling sessions, conduct of examination etc.	810
View File			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
12792000	11061673

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
View File	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
NA	Null	NA	2020

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	43277	4371311	1911	2831871	45188	7203182
View File						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NA	NA	NA	01/08/2019
View File			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	51	1	1	1	1	1	25	4	10
Added	0	0	0	0	0	0	0	0	0
Total	51	1	1	1	1	1	25	4	10

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

4 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NA	Null

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
1419000	1147070	11526000	10005753

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

LABORATORIES: All the laboratories are well equipped and regularly maintained by technical staff i.e. Lab Assistants and attendants. A periodical dusting and maintenance of Computers is done by department. **LIBRARY:** To cater the needs of students, the college library is having 47291 quality books containing the collection of text books, references books etc. for staff and students. Books are issued to the viewers for a specific period. College library committee headed by senior faculty, rule out, makes budgetary provisions for procurement of books, periodicals and other reading materials. This committee act as an internal auditor as well as support system for overall development the library.

CLASSROOMS: The College takes important steps for maintenance of classrooms. Classroom environment plays a major role for the smooth functioning of teaching learning process with good seating facilities **SPORTS:** College Sports Committee and Physical Education Department is taking care of maintaining the Sports and Games with facilities of the institution. Various events are

organised on regular basis to boost the student's physical and mental abilities. Inter-class and Inter-Collegiate tournaments are also organised by the Department and college sports committee. PHYSICAL FACILITIES: The College has College Development Committee comprised of senior faculty members, committee supervises the major construction repairs and renovation related works. Minor repair, renovation and maintenance works of furniture, electrical works and plumbing, are taken care of by carpenter, electrician and a plumber respectively. The garden is also maintained by the Gardner with valuable inputs from faculty of Botany Department. College canteen committee is comprised to keep the track of Hygiene and cleanliness of the canteen and also monitor quality, quantity and price of food served in the canteen.

https://www.gdcpoonch.co.in/pdf/gdcp29june21_2.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	NIL	0	0
Financial Support from Other Sources			
a) National	Post Matric Scholarship for SC/ST Pahari Students	760	7626800
b) International	NIL	Nil	0

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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Remedial Couching Scheme	15/08/2019	176	College Remedial Coaching Cell

[View File](#)

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	NA	Nil	Nil	Nil	Nil

[View File](#)

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal

Nill	Nill	Nill
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5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NA	Nill	Nill	NA	Nill	Nill
View File					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	77	BA/B.sc/BCA	Arts, Humanities and Sciences	MANUU, DU, JNU, BHU, JU, KU	Arts, Humanities and Sciences
View File					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	Nill
View File	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Kabaddi,	College	14
View File		

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2020	Bronze Medal	National	6	Nill	B.Sc Sem 2nd / 60	Mohd Irfan
View File						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Every year college committees are framed and students representatives like president, vice president, student representatives' males, students' representative females are given representation in anti-ragging committee. Their genuine demands are addressed timely and in an effective manner. The college administration and teaching faculty are striving hard to become student centric at all levels.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Yes Registration under process Registration of alumni is under process The following are the objectives of association: ? Arrange and support in placement activities for the students of the college ? Encourage the students of the college members of the Association for research development work in various fields like Arts, Computers, Sciences, etc. ? Mentor the students of the college for higher education, development of character and being GOOD citizens ? Encourage and support students of the college in sports, cultural and extra-curricular activities ? Work towards environment conservation, anti-pollution activities against air, water and noise pollution, street plays, demos, presentations, role-play and all possible ways of social awareness ? Help victims of Natural calamity and disasters like earth quakes, floods, storms, malnutrition, fire and violence

5.4.2 – No. of enrolled Alumni:

61

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

(One meeting Organized during the session) IQAC of Government Degree College Poonch organized Alumni meet in the College campus on 24-02-2020. The function was inaugurated by Principal of the College along with alumni by lighting the lamp and floral tributes to the guest of honor. The Principal in his welcome address stressed upon the importance of alumni for its vibrant involvement in shaping the future of the College viz a viz NAAC. He emphasized upon the alumni to come up to the expectations of their positive role in the development of the College. Prominent Alumni of GDC Poonch, former Principals of the College and staff to discuss the Institutional Development Plan and also the steps to be taken to involve Alumni in academic and overall development of the institution. The alumni visited each and every corner of the College especially library, Science block, Class rooms where they studied. An alumni association was reconstituted and the members were elected to work for the association and for the betterment of College. Tree plantation was also done by Alumni. A very small number of Alumni visited the College due to Covid 19 Pandemic. The programme culminated with vote of thanks presented by Coordinator IQAC.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Response 1. The onus of decentralization of powers rest with the Principal of the institution who decentralize them through various committees such as IQAC Committees, Examination Committee, Discipline Committee, Admission Committee, Sports Committee, grievances and redressal cell, purchase committee, Printing and stationary committee, beautification committee, women development and women anti-harassment committee, hospitality and protocol committee, Career counselling committee, time table committee, NSS committees, NCC committee etc. All the faculty members are given due representation to channelize their abilities and showcase their talents for the holistic development of the college 2. Not only the faculty members but the students of the institution are

also made part of the decentralization. Thereby making them participative and responsible and for this student elections are conducted every year through a secret ballot. After the elections student representatives are made part and parcel of various decisions taken in the college for the betterment of students in particular and institution in general. Two practices of decentralization and participative management during the last year are mentioned below:

1. Field Trip in Bio Science: Participation of Students: Student of final semester proposed for organising a field visit at dairy farms, poultry farms, fish farms, botanical garden, zoo and wildlife protective areas. Participation of Faculty: Committee of faculty constituted for organising tour, in consultation with management, college bus driver and students finalised the dates, itinerary and budget and submitted the recommendations so made to the chair. Participation of Chair: Principal accorded approval to the recommendations and passed the orders to the persons accompanying the tour and management for necessary preparation besides releasing the required amount. Joint Management: Students contributed boarding and lodging, college provided the bus and fuel, expert teachers accompanied and managed the tour.

2. The student elections : The student elections were conducted through a secret ballot thereby engaging them to play active and constructive role in the development of college. The student representatives were also made part of various decisions taken in the college.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	<p>Response The College has no independent admission system and the students are admitted in accordance with rules and regulations of UGC and affiliating university (University of Jammu) and J K Department of Higher Education. For admission of students the college constitutes admission committee forms for the frame work of admission process. The admission committee is generally formed in the month of May every year and the admissions are done semester-wise. New admissions are done on the basis of academic merit of the students in the preceding examination. Efforts are made to simplify the admission process. The Institution ensures wide publicity to the admission process through the social media, prospectus, Institutional website, advertisement in local news channels and the notice board. During the admission process, faculty members of various departments and committees are directed to interact with prospective students and their parents regarding different courses, their objectives, application and future prospects.</p>

<p>Industry Interaction / Collaboration</p>	<p>Response The college is situated in a far-flung area near the line of actual control with no industries nearby. However, the college from time to time invites experts from industries to interact with the students. Such interactions paved way for the job opportunities to the students and their guidance, suggestions and inputs in one way or the other prove beneficial for the students to pursue their careers. Experts are also invited from various fields to deliver guest lecturers and industrial visits are arranged for the exposure of the students The career guidance and counseling cell organize educational visit for students. Stream related experts are invited for lectures to throw lights on demanded areas. Being an agrarian area surrounding the institution many experts delivered on the agriculture and changes required to boost local agricultural domain.</p>
<p>Human Resource Management</p>	<p>Response The newly appointed faculty members have to undergo orientation training before their posting in the college which is organized by governing body (J K Department of Higher Education). After their posting the faculty members have to complete various General Orientation Courses, Refresher courses, Faculty Development Programmes from time to time for the up-gradation of skills and abilities which is mandatory under CAS of UGC. The college also conducts computer literacy programmes for non-teaching and ministerial staff. The accountant participates in accounts training programmes.</p>
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>Response The college has a central library which is equipped with collection of reference books, periodicals, newspapers, manuscripts, text books, magazines etc. The library committee is responsible for its overall maintainance and updation. There are four smart class room with projectors and Computer lab for comprehensive study of the assigned topics. All the departments are provided with adequate software and computer facilities to cater the needs of a growing institution. Regular feedback from students and staff are taken to improve library, canteen and</p>

departmental services. The college has 07 laboratories in the department of Botany, Zoology, Biotechnology, Geography, Chemistry and Computer Science which are equipped with required instruments for performing practicals. There is also a museum in the Department of Zoology which caters the need of Zoology students

Research and Development

Response As the college is primarily involved in teaching of undergraduate courses, therefore opportunities for Research and Development are limited hitherto. However, the faculty members are encouraged to publish and review articles on emerging research areas of their interest. Faculty members are also encouraged to organize, attend and present papers at state/national/international conferences and seminars so that the knowledge attained there can be channelized in their research pursuits.

Examination and Evaluation

Response The college constitutes an examination committee which ensures a foolproof examination system. Flying squad, invigilators, superintendents, deputy superintendents are appointed to manage the examination system. The responsibility of comprehensive evaluation of students and to conduct internal and external examinations also lies with the Examination committee. Answer sheets of all internal examinations (theory as well as practical) and the internal assessment records of the students are cross checked and verified by the external experts appointed by the University of Jammu in each semester.

Teaching and Learning

Response The college is well equipped with different types of books, magazines and newspapers which keep the students updated. Different tours are organized by the college like environmental tours, field tours, geographical and educational tours to educate and inculcate the sense of belonging among the students. They are encouraged to participate in different sports, NSS and NCC activities. The students are encouraged to discuss their problems with college administration through their elected representative and remedial measures are taken at the earliest. The college has a well-equipped computer laboratory in which

their needs of the time are taken care of. The college itself provides a platform to students to participate in different co-curricular activities. . In order to further improve teaching learning process the following aspects are focused. • The well qualified teachers in the college adhere to time table and regular class work. • Remedial classes are provided to poor and needy students. • Regular interactions between students and faculty members are organized to make teaching learning process hassle free. • The career counselling committee is constituted at the time of admission to make students aware about the importance of different subjects so that they can make their choices accordingly. • The students are encouraged to ask questions in as well as outside the classroom which makes teaching learning a two way process.

Curriculum Development

Response The college is affiliated to University of Jammu having four Academic streams B.A, B.Sc., B.Com and BCA whose Curriculum is designed and developed at university level by the Board of Studies. HoDs of all departments of the college are the members of Board of Studies in which their valuable suggestions are taken care of by university. It is the regular practice of Board of Studies to hold annual meetings which lead to the quality enhancement and development of curricula. The faculty members are also encouraged to participate in seminars, conferences, workshops etc. which led to the updation of their knowledge in emerging frontiers and their timely deputation has a very positive contribution in the curriculum development.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
<p>Planning and Development</p>	<p>Response • College has proposed complete Library automation in the DPR of RUSA proposal which is still underway • The institutional website is being used as an e-platform where vision and mission statement of the college is uploaded regularly. • Various orders, circulars, minutes and resolutions of governing body meeting are circulated among teaching and non-</p>

	<p>teaching staff through college e-mail id and official WhatsApp group.</p>
Administration	<p>Response • The Principal communicates with Governing Body members as well as the teaching and non-teaching staff through email</p> <p>https://degreecollegepoonch@gmail.com • Notices and circulars are uploaded in the college website and communicated to different departments through emails from the office of the Principal.</p> <p>http://www.gdcpoonch.co.in • Each and every IQAC notice is circulated by the IQAC coordinator through email. • Fully wireless Principal office with 24x7 internet facility. • Biometric attendance for all staff members.</p> <p>https://jandk.attendance.gov.in • The enrollment of students is done on the online portals for which the college has dedicated computer systems with internet facility. • Procurement of items is done through e-Tendering via Department of Information and Public Relation (http://new.jkdirinf.in/DepartmentTenders.aspx). • Execution of civil works is done through e-Tendering by the executing agency (https://jktenders.gov.in/nicgep/app).</p> <p>• Procurement of college items is done through GEM portal https://mkp.gem.gov.in/market</p>
Finance and Accounts	<p>Response • Salary of faculty members and other staff is directly credited to their account numbers through Jammu and Kashmir Government Payment System from march 2019 to onwards</p> <p>https://jkpaysys.gov.in/ • E-tender is notified as per the govt. guidelines for the purchase of items and the items are purchased only through Gem portal https://mkp.gem.gov.in/market • Payment of work orders is done as per the guidelines of Government</p>
Student Admission and Support	<p>Response • Applications which are submitted for admission to different courses are through the online admission portal. http://jkhighereducation.nic.in/admission.html. • Registration and enrolment of students is maintained through JUCC web-portal provided by the University (http://jucc.in/Student_Home.aspx). • Merit lists of students who apply for different courses in the college is prepared and uploaded by fully computerized system. • 4 smart</p>

classrooms • 1 video conferencing facility. • The scholarship schemes of different agencies (PMSSS, ST and Pahari Scholarship schemes) are made available to through online form filling by the students and verification is done on the online portals in the online coordination centers created in the college.

Examination

Response • The College is affiliated to the University of Jammu and has to follow the norms and guidelines related to examination of University only. • Examination forms are filled and enrolment is generated through web portal JUCC (http://jucc.in/Student_Home.aspx) The Internal Assessment records (internal theory marks and practical marks) of students are generated and stored in computers systems of the college and sent to the affiliating university through email and later the hard copies are sent.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	NA	NA	NA	Nil
View File				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	NA	NA	01/08/2019	01/08/2019	Nil	Nil
View File						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
One Week FDP-	1	22/07/2019	28/07/2019	07

cum-workshop on Personality Development Communication Skills			
View File			

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	Nill	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<p>Response: • National Pension Scheme, General Provident Fund, State Life Insurance, Janta Group Insurance, Medical Insurance and Loan from Banks, Dearness Allowance, Child Care Allowance, Travelling Allowance, Border Allowance, Medical Allowance, House Rent Allowance</p>	<p>Response: National Pension Scheme, General Provident Fund, State Life Insurance, Janta Group Insurance, Medical Insurance and Loan from Banks, Dearness Allowance, Child Care Allowance, Travelling Allowance, Border Allowance, Medical Allowance, House Rent Allowance</p>	<p>Response: Scholarship from Social Welfare Department for ST, SC, OBC, Pahari Speaking Peoples, Minority Scholarship and Students Aid for needy and Poor Students, for participation in sports and other activities students are given TA @ 390/- per candidate for one side journey, DA @ 150 and Refreshment @ 50 in addition to the match fee deposited as required from time to time.</p>

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

NO

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NA	0	00
View File		

6.4.3 – Total corpus fund generated

00

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	No	Nill

Administrative	No	Null	No	Null
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6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Response The Parent Teacher Association (PTA) of the college is playing a pivotal role in the efficient functioning of the college. The Principal is the president of the PTA. The PTA is very active in giving all kinds of support and assistance towards the development of the college. The distributing prize and honouring the rank holders with medals are major programmes of the PTA. Students who excel in arts, sports and in other fields are also duly recognized by the PTA. The PTA holds meetings to discuss matters relating to the progress of the students and their overall development. At least three general body meetings are held every year.

6.5.3 – Development programmes for support staff (at least three)

Response Support staff plays a very important role in the overall functioning of the college. Various initiatives are being taken by the college for the development of support staff such as • Giving recognitions and rewards to the deserving support staff. • Identifying and developing soft skills of the support staff Continue to look for developmental opportunities for the support staff

6.5.4 – Post Accreditation initiative(s) (mention at least three)

Response The College was accredited with B-grade by the NAAC in 2016. However the NAAC peer team has observed certain areas of concern which need to be addressed by the institution. The suggestions have been made in the evaluative report of the peer team. The suggestions have been seriously taken by the college administration and improvements have been made wherever possible. Below are some of the improvements which have been achieved by the college • The opening of the PG Programs in the subjects Arabic and Urdu has been taken up with the University of Jammu and Higher Education Department and the final nod is awaiting. • The college has started the add-on courses in Silk Worm-Rearing and Mori-Culture and the college is in the process to introduce certificate course in Silk Yarning too. • The process of automation of library has been initiated and the matter has been taken up with the Higher Education Department. • The English language Teaching (ELT) is further strengthened by the introduction of Six Month Certificate Course, One Year Diploma Course in language learning and One Year Advanced Diploma in Language Learning. • To strengthen the computer lab ten desktops with i5 processors were purchased and installed in computer lab.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2020	Save water Save life	03/10/2020	03/10/2020	03/10/2020	254

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Celebration of Women's Day	08/03/2020	08/03/2020	65	70
Beti Bachao Beti Padhao	24/03/2020	24/03/2020	100	78

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

NIL

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	No	Nil
Provision for lift	No	Nil
Ramp/Rails	No	Nil
Braille Software/facilities	No	Nil
Rest Rooms	Yes	Nil
Scribes for examination	No	Nil
Special skill development for differently abled students	No	Nil
Any other similar facility	No	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2020	1	1	06/02/2020	300	Organised winter camp in adopted villages	cleanliness and awareness drive by play card , wall paintings and slogan writing on walls	100

at
Gurdwara
Nangali
Sahib,
Ziarat
Sain
Miran
(RA)
Sahib
Guntrian
and Takya
Sharief

[View File](#)

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Prospectus	01/05/2019	<p>It is a handbook on code of conduct for all stake holders be it students or teachers or college administration. It includes vision, mission and specific goals, College profile, rules and regulations regarding internal assessment test , admission process/fee structure/Subjects combination/cancellation of admission, if any/process for evaluation and examination/issuance of I card and financial assistance/curricular and extracurricular activities and awards, prizes etc for meritorious students/ anti-ragging cell/Instruction for students Dos and Don'ts /distance education mode Study Centre facilities available, Add-on Courses (Courses offered) etc</p>
Constitution of Committees	Null	<p>Following Committees (on the code of conduct) were constituted by College administration for the year under report for the smooth functioning and carry out various activities as under: 1. College Advisory Committee 2.</p>

College Development Local
Fund committee 3. College
IQAC Committee 4. College
Science purchase
Committee 5. College
General Purchase
committee 6. Grievance
Redressal Cell 7. College
Examination Committee 8.
College Library Committee
9.. College picnic and
Tour Committee 10. Career
Counselling Placement
Cell 11.UGC
Committee/Research
Committee 12. Publication
and Printing Committee
13. Time Table and
workload Committee 14.
Literary Activities
Committee 15.Sports
Committee 16. Seating
arrangement Committee 17.
Canteen Committee 18.
Cultural Committee 19.
Discipline Committee 20.
Hospitality, protocol and
refreshment Committee 21.
Edu-Sat, Networking
website Committee
22.Women Empowerment Cell
23. ST/SC Scholarship
Committee 24.Alumini
Committee 25. Internal
Complaint Committee
26.Anti-Ragging Committee
27.Gender Based violence
Committee 28. Income Tax
Committee 29. Prime
Minister Special
Scholarship Scheme
Committee. 30.
Minority/ALC/OBC
Scholarship Committee 31.
Pahari Scholarship
committee 32. College Bus
Committee. 33. Hostel
Allotment Committee. 34.
College Beautification
and Maintenance of
Gardens Committee. 35.
Statistical Data and
AISHE Coordinator
Committee 36. Smart
Classrooms Maintenance
Committee. 37. Healthcare
and First Aid Committee.
38. Financial Aid

Committee. 39. Eco Club College. 40. Sports Club. 41. Cultural Club/ Debating club. 42. Art Club. 43. Cocoon Club.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
1. Observed "World No Tobacco day"	31/05/2019	31/05/2019	100
View File			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

To make the campus eco-friendly, college administration has taken remarkable initiatives mentioned below: 1. Pledge taken on "World No Tobacco Day" to abstain from tobacco in the campus. 2. On "World Water Monitoring Day" all the connections of the water supply in the college were checked to save wastage of water. 3. Demonstration for Segregation and Disposal of plastic waste to make plastic free campus. 4. Plantation of Mulberry plants in the college. 5. CFL bulbs are used instead of electric bulbs

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

7.2.1 Describe at least two institutional best practices. Practice - 1. Co-Curricular / Extra-Curricular Activities. Practice - 2. Sport Activities. Practice-01 Context: - To develop the culture of overall development for the students on the Campuses, the Higher Education Department now a day's focus on non-academic activities besides academic one. To achieve the target, this institution has adopted to organize these activities as one of the best practices. This is but a healthy tradition of this institution and it plays a vital role in this regard. Objectives: - The main objective of this practice is to enhance the student's talents and capabilities. As these are Non-Academic Activities in the form of co-curricular/ extra co-curricular activities that provide support to youngsters in enhancing their hidden talents and skill developments. In present era of multidisciplinary, its importance has increased many folds. It provides a platform to the youngsters to expose their hidden talent, knowledge and experiences. It also helps the students to build their literary Skills. It also provides opportunities to the Students/ younger generation to be involved in the cultural enriching activities. It makes learning more interactive and helps the students in stimulating critical thinking. Participation in literary/cultural activities create interest among the students and in this way, they engage themselves in taking part in debates, symposium, seminars, dialogue, and other related activities. This practice develops leadership qualities among the students. As the main motto of all this is to prepare the youngsters/students to safe guard the national interest and serve the nation. These are the literary/cultural activities organized during the period under report. 1. Women Empowerment Cell organized "Women Day" on the eve of International Women Day on 8th March, 2019. 2. Organised an extension lecture and conducted quiz competition on 21st June, 2019 to celebrate International Day of Yoga. 3. Celebrated NSS Day On 24TH September, on its Golden Jubilee Year 2019. 4. Organised various activities like plugging run, cleanliness drive, symposium on Relevance of "Gandhian Philosophy in the present era" to celebrate Gandhi Jayanti on 2nd October, 2019. 5. Organised a symposium on the topic "Teachings of Guru Nanak" on 16th November, 2019 6. NSS unit in collaboration with ICDS department organised a seminar on the topic "Beti

Bachao Beti Padhoo" on 24th January, 2020 7. NSS unit in collaboration with Electoral Literacy Club of college celebrated "National Voters Day" 25th January, 2020. 8. Parsa sabar a student of sem 5th participated in Pre Republic Day Prade Camp from 12th to 24th October Evidence of success The practices we are talking about, inculcate the human values, mutual respect, sense of oneness, Brotherhood and tolerance among the students. This practice motivates the students to work for integrity, unity and cultural coherence. We are proud of our institutional rich cultural tradition to work for the overall development of young generation. Our students are playing very constructive role in the service of humanity and they are always ready to shoulder the responsibilities when they are asked for that. Practice -02 (Sports Activities) Context: - Sports activities are important parts of education. These activities are not only Contribute to physical and mental health but also enhance social and personality development of Students. No doubt, these have been viewed as a way to stay healthy and fit. But sports play much larger role and their importance goes much further. In educational institutional particular in higher education institutions sports prepare the youngsters to face the future challenges. Sports inculcates the values of sportsmanship among the students, boost their morale and develops themselves the mantra of truth and nonviolence, communal harmony and brotherhood, unity and integrity. Objectives. Sports activities play an important role in School and College life. The primary concerned of these activities is over all welfare and development of physical, mental, ethical and emotional health of students as well as youngsters. This is a platform from where students develop themselves physical talents, engage in competitive activities to their maximum potential. Sports inculcate the values and develop the culture of self-discipline and self-sacrifice among the students. As Sports also inculcate qualities like leadership and management. To achieve this target, higher education department focuses on these activities to be organized by institutions of higher learning on priority basis. Our institution is also striving hard and leaves no stone unturned in boosting the sports activities on the campus as these (activities) promote physical fitness and healthy culture. The main aim of promoting these activities on the campus is to offer the chance to learn about the relationship between nutrition, exercise and health. Sports activities also develop the management skill among the youth as they (youth) have to lead the nation in the time to come and thus they must be prepared for future challenges. The Department of Physical Education of this institution has been playing an important role to the development of sports infrastructure and enriching sports culture on the college campus. College administration is very much focusing on this aspect of sports and physical activities to achieve the goal. Physical Education Department leaves no stone unturned in organizing sports activities on the College Campus Evidence of Success: By adopting these practices we see the tremendous changes in the field of quality education and human behaviour. As already mentioned, the main motto of sports related activities is to make people good human beings with skill and expertise. Our institution leaves no stone unturned in motivating the students towards promotion of moral values as the faculty takes it as ambition. The faculty also tries its level best through these activities to inculcate the spirit of tolerance, patience, positive thinking, reasoning, patriotism etc. among the students. Sports make students but a good human being and pragmatic in nature. Problem Encountered Resource Required: This College is located very close to Indo-Pak border just 3-4 KM away from the Actual Line of Control and as a result cross border shelling is a common phenomenon that causes a lot of inconveniences for students living in border area and some time College also. Further, this region where college is located, is 240 KM from State winter Capital, Jammu and so is from summer capital, Srinagar. So in such scenario, we face a lot of problems here while performing our duties. But in spite of all this difficulties our College administration as well as faculty leave no stone unturned in imparting quality

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://www.gdcpoonch.co.in/pdf/gdcp29june21.pdf>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Response: - This institution has distinctiveness in having a dynamic NSS Unit, playing very important and constructive role in and outside of institution. As it is a National Service scheme and our institution encourages the students to join this service scheme to serve the humanity and nation as well. The main motto of this organization is to train the students and youngsters to serve the nation with great enthusiasm. The NSS Volunteers perform various activities and provides services to humanity at various levels. No doubt, it (NSS) is an opportunity for students to contribute in Nation Building. As we know that NSS was introduced in 1969 with the main motto of personality development through voluntary community service. Social scientists are of the opinion that NSS is a meaningful linkage between the Community and Campus. We also know the main motto of NSS "NOT ME BUT YOU". This slogan reflects the essence of democratic living and upholds the need for selfless service. (II) Another distinctiveness of NSS Unit is that this Unit carries out various healthy literary and cultural activities throughout the year. It also organizes the programs particularly on universal values, morality, ethics and national integration and that makes the institution a hub of activities and as a result this has become a common practice of this institution. As we know that the policy makers, academician and social scientists are of the opinion that subjects on moral values must be introduced at various level of learning. As a matter of fact, NSS Unit has been playing an important and constructive role even in those areas which are generally untouchable in the society we are living and the system we are dealing with. NSS Unit of this institution organized various literary and cultural activities to boost the cultural ethos and rich academic tradition. Below mentioned activities are carried out during the year under report. 1. Observed "World No Tobacco Day" on 31-05-2019. 2. Observed "International Day of Yoga" 21-06-2019. 3. Observed "International Day against Drug Abuse and Illicit Trafficking" NSS Day was celebrated on 26-06-2019 4. 50 hours "Swachh Bharat Summer Internship Programme" 5. Organised a Seminar on "World Water Monitoring Day" on the theme "Save Water Save Life" on 03-08-2019. 6. Celebrated NSS Day on 24-09-2019, On its Golden Jublie Year 2019. 7. Organised a seminar on the topic "Ways and Means of plastic Waste Management" on 25-09-2019. 8. Celebrated "Gandhi Jayanti" on 2-10-2019 in which following activities were organised: Plugging Run Cleanliness drive Demonstration for Segregation and Disposal of wastes. Extension lecture on Gandhian Philosophy. Symposium on the theme "Relevance of Gandhian Philosophy in the Present Era". Pledge on non Violence and working with commitment and dedication towards the society. 9. Organised a symposium on the topic "Teachings of Guru Nanak Dev Ji" On 16-11-2019. 10. NSS unit in collaboration with ICDS department organised a seminar on the topic "Beti Bachoo Beti Padhoo" on 24-01-2020. 11. NSS Unit in collaboration with Electoral Literacy Club of College celebrated "National voters

Provide the weblink of the institution

<https://www.gdcpoonch.co.in/pdf/gdcp29june21.pdf>

8.Future Plans of Actions for Next Academic Year

? Laboratories to be equipped with new equipment ? Online admission form and assignments ? Establishment of lang-lab and smart class room ? More seminars and conferences to be conducted ? Collaboration with institution and industries to be initiated ? New class rooms to be constructed. ? M. A. Arabic to be introduced ? Tourism course