



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution	ABDUL AHAD AZAD MEMORIAL DEGREE COLLEGE BEMINA
Name of the head of the Institution	Prof. Nasreen Aman
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	01942491715
Mobile no.	9419072024
Registered Email	gdcbemina@gmail.com
Alternate Email	iqacgdcbemina@gmail.com
Address	Bemina Srinagar Jammu & Kashmir
City/Town	Srinagar
State/UT	Jammu And Kashmir
Pincode	190018

2. Institutional Status																									
Affiliated / Constituent			Constituent																						
Type of Institution			Co-education																						
Location			Urban																						
Financial Status			state																						
Name of the IQAC co-ordinator/Director			Prof. Syed Showket Rasool																						
Phone no/Alternate Phone no.			01942491715																						
Mobile no.			9419072024																						
Registered Email			gdcbemina@gmail.com																						
Alternate Email			iqacgdcbemina@gmail.com																						
3. Website Address																									
Web-link of the AQAR: (Previous Academic Year)			https://gdcbemina.edu.in/upload/files/file-58.pdf																						
4. Whether Academic Calendar prepared during the year			Yes																						
if yes,whether it is uploaded in the institutional website: Weblink :			https://www.gdcbemina.edu.in/upload/files/file-40.pdf																						
5. Accreditation Details																									
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accreditation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>2</td> <td>A</td> <td>3.02</td> <td>2014</td> <td>10-Jul-2014</td> <td>09-Jul-2019</td> </tr> <tr> <td>1</td> <td>B+</td> <td>82.5</td> <td>2004</td> <td>03-Dec-2004</td> <td>02-Nov-2009</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accreditation	Validity		Period From	Period To	2	A	3.02	2014	10-Jul-2014	09-Jul-2019	1	B+	82.5	2004	03-Dec-2004	02-Nov-2009
Cycle	Grade	CGPA	Year of Accreditation	Validity																					
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2	A	3.02	2014	10-Jul-2014	09-Jul-2019																				
1	B+	82.5	2004	03-Dec-2004	02-Nov-2009																				
6. Date of Establishment of IQAC			01-Jan-2003																						
7. Internal Quality Assurance System																									
<table border="1"> <thead> <tr> <th colspan="3">Quality initiatives by IQAC during the year for promoting quality culture</th> </tr> <tr> <th>Item /Title of the quality initiative by IQAC</th> <th>Date & Duration</th> <th>Number of participants/ beneficiaries</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>						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														
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Application of ICT Tools for teaching learning	08-Apr-2019 1	71
Professional development program on Work Culture and Ethics for teaching staff	22-Jun-2019 1	79
Professional development program on Leadership and Management Skills for teaching staff	26-Jul-2019 1	73
Professional development program on Team Work and Collaboration for Non-teaching	23-Mar-2019 1	49
One day Sanitization program on Computer Basics for Non-teaching staff	05-Jul-2021 1	51
Students Internship with HDFC Bank	03-Jul-2019 5	18
Students Internship with QUESS Corporation Pvt. Ltd	02-Jul-2019 10	20
Student Satisfaction Survey	23-Jul-2019 1032	57
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
AAA Memorial Degree College Bemina	Budget for Infrastructure	JK HED	2020 365	57700000
View File				

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)	
1. Conducted online Student Satisfaction Survey to evaluate and improve teaching effectiveness.	
2. Arranged short term internships programs for students to enable them to gain technical knowledge within the industry so as to gain experience and marketability	
3. Arranged professional development programs for teaching and non-teaching staff to ensure that the institutional workforce is aware of the changing trends and directions of the competitive academic market.	
4. Organized several sports and cultural activities at the institution level to promote the talent and potential of the students.	
5. Organized several gender equity programs to achieve equal and peaceful societies with full human potential and sustainable development.	
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
To develop the mental health and physical fitness of the studnets	Organized several sports and cultural activities at the institution level to promote the talent and potential of the students.
To assess the academic performance of both individual faculty and the whole department.	An Academic Audit was conducted based on the criterion of the NAAC covering all academic activities of the College.
To review and analyze the teaching-learning culture of the institution.	Conducted online Student Satisfaction Survey to evaluate and improve teaching effectiveness.
To give students the experience to work in the real world exposure	Arranged short term internships programs for students to enable them to gain technical knowledge within the industry so as to gain experience and marketability
To develop multiple competencies among teaching and non-teaching staff.	Arranged professional development programs for teaching and non-teaching staff to ensure that the institutional

	workforce is aware of the changing trends and directions of the competitive academic market.				
To educate women about their rights at home, at work, and in society.	Several gender equity programs were organized to achieve equal and peaceful societies with full human potential and sustainable development.				
To procure and install ICT gadgets in classrooms	About 10 classrooms have been equipped with ICT gadgets like monitors, LCD Projectors with adequate power backup. The faculty members make effective use of PPT presentations and video animations during teaching learning process.				
To arrange a theatre hall for integrated and postgraduate students of commerce department.	A lecture hall was converted into a dedicated theater. A smart TV of 72 inch was procured along with curtains. The students use it once in a week to watch business series and movies for deliberations and group discussions at the end.				
To organise webinars on different subjects in view of the COVID pandemic	More than ten events of national and international importance were conducted online by different departments of the college.				
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14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1"> <tr> <th>Name of Statutory Body</th><th>Meeting Date</th></tr> <tr> <td>NAAC Advisory Committee</td><td>12-Mar-2018</td></tr> </table>		Name of Statutory Body	Meeting Date	NAAC Advisory Committee	12-Mar-2018
Name of Statutory Body	Meeting Date				
NAAC Advisory Committee	12-Mar-2018				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2018				
Date of Submission	29-Mar-2018				
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)	The college has an internally placed mechanism to promote a computer abetted environment for operation and maintenance of academic activities with				

accuracy and speed. For instance, all the departments including the accounts and establishment section of the college are connected with LAN for greater connectivity. The computers are equipped with required teaching learning software's for effective delivery of course curriculum. For transparency and efficiency, the essential notifications related to classwork, assignments and examination are displayed on the College website and also shared through social media groups to ensure speedy dissemination of information among students and other stakeholders of the college. The college has an IT system that records and collects all manner of information from students and faculty for organisation, analysis and reporting.

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

Abdul Ahad Azad Memorial Degree College is a constituent college of Cluster University Srinagar. The college run wide variety of courses including Undergraduate, Integrated PG (IG) Course in Social Science, Arts, Humanities and Science streams. The schedule and duration of the courses are based on University guidelines. The college run these programmes based on Choice Based Credit System as per UGC guidelines so that students can choose courses as per their choice. The college follows the curriculum as prescribed by the Cluster University Srinagar in letter and spirit which gets updated from time to time as required. The Timetable committee of the college meticulously draft the timetable of the college which effectively distributes the units of time for academic and co-curricular purposes like theory, practical, tutorial and other activities of the college that a student is expected to participate in. The college faculty members take utmost care to complete the syllabus in time and give remedial classes wherever required. The college time-table committee from time to time collects information from all the departments regarding the status of syllabus completion. The mission of the college is to optimize and integrate modern methods of teachings and learning. In this context the college is providing facilities to impart education through ICT tools like Projectors etc. besides traditional approaches of learning. Science Laboratories of the institution are being effectively used by the concerned faculties for conducting various experiments. Problem Based Learning is being imparted to students to boost the confidence level of the students in analytical and communication skills. Student-led learning approaches like group activities are also encouraged in the college to develop collaborative learning among students. The college has organised different Educational tours, Seminar/s and Workshop/s to develop a holistic teaching learning process for students as well as faculty members. The 'Commerce and management' department has been successfully organizing internship/ Industrial training program to enhance students' academic, career, and personal development. For students assessment

the college properly conducts continuous internal assessments through class tests, case study, quiz, group discussions, student presentations, assignments, and project work to build confidence and better understanding of the respective subjects.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
Aquaculture and Fish Breeding	NA	01/05/2019	90	Yes	Yes
NA	Communication Skills	16/04/2019	30	Yes	Yes
Tax Managemnt	NA	01/07/2019	90	Yes	Yes
NA	Microsoft Excel	15/07/2019	30	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	Nil
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	Nil

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

	Certificate	Diploma Course
Number of Students	60	60

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
Entrepreneurship	01/01/2016	60
Computerised Accounting system	01/12/2016	40
Office Management and Secretarial practice	01/01/2016	60
Consumer affairs and Customer care	05/06/2017	60
Basic Banking	05/06/2017	60
Counselling Negotiation Skills for Managers	01/01/2019	40

Innovation and Entrepreneurship	01/01/2019	40
E-marketing	01/01/2019	40
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
BSc	Zoology	64
BSc	Botany	59
BSc	Physics	43
BSc	Botany	48
BSc	Environmental Science	77
Integrated(PG)	Management	11
Integrated(PG)	Management	23
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
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
The growth, development, and success of any institution depend upon a wellfunctioning feedback system involving all major stakeholders. Against this backdrop, the college obtains feedback on the curriculum designed by the University of Kashmir through a well-structured questionnaire from Students, Teachers, Parents, and Alumni of the College. The feedback committee in particular collects, compiles, and analyses the feedback with the help of statistical tools. The feedback outcome is presented to the College administration both in numerical and graphical form for interpretation and further course of action. Not only does the college seeks feedback based on well-designed questionnaires, but it has another formal mechanism to obtain feedback from different stakeholders. For instance, the college encourages free articulation of views amongst all stakeholders by inviting them to write to the head of the institution via official email which is in the public domain. Besides, there is a separate dedicated link for Student Feedback on the College website. Feedback received from stakeholders is used to assess and monitor the teaching-learning progression in the institution in general and teacher accountability in particular. In order to boost and encourage academic freedom in the institution, the college has installed suggestion boxes in most of the departments and at strategic positions. The box is opened every week by the College administration under the supervision of the principal. The representations are then addressed by the principal through meetings with class representatives and the feedback committee. It is pertinent to mention that the

interaction with eminent alumni is arranged on regular basis to collect their thoughts and suggestions for the inclusive improvement of the institution. Overall, the feedback gives institutions the opportunity to enhance teaching learning and professional practices in the institution. The college leaves no stone unturned to follow a 360-degree feedback system by accommodating all the major stakeholders to improve the performance and effectiveness of the Institution. The Higher Education Department obtains the feedback of the faculty through Annual Performance Reports to ensure effective teaching learning processes in the institutions.

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
Integrated(PG)	Integrated Master of Political Science	40	26	26
Integrated(PG)	Integrated Master of History	40	26	26
Integrated(PG)	Integrated Master of Commerce	40	23	23
Integrated(PG)	Integrated Master of Business Administration	40	27	27
BBA	Bachelor of Business Administration	60	47	47
BCom	Bachelor of Commerce	231	231	231
BA	Bachelor of Arts	698	771	771
BSc	Bachelor of Science	288	288	288
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	2361	108	76	Nil	10

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
76	40	20	22	19	10
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 Students' Counselling Cell of the college has been delegated with the task of devising a mechanism for effectively implementing the mentoring system is all the departments of the college within a designated time frame. The cell in consultation with the class teacher identifies slow learners and arrange special classes and tutorials for them. Not only the departmental teachers maintain interaction with students through individual meetings, but the students are also connected through social networking sites as well. Each department also organise parent-teacher meetings and try to identify the problems faced by students and issues related to them. Specifically, the Students Counselling Cell is committed: 1. To guide students who are in dilemma to enable them to choose job or higher studies 2. To give special attention to the students who are going through depression. 3. To provide a friendly atmosphere to slow learners and weak students to help them to overcome their weaknesses. 4. To help strained students to solve their personal and psychological problems. 5. To arrange lectures from professionals, psychologists, and entrepreneurs to empower such students for hope and success.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2469	76	1:32

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
90	76	14	Nil	32

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
2020	Dr Shabana Arjamand	Associate Professor	Meritorious Service, Hard work and outstanding accomplishments/
2020	Dr. Ishtiaq Ahmad Bhat	Assistant Professor	PhD Awarded by Pondicherry Central University
2020	Dr. Ishtiaq Ahmad Bhat	Assistant Professor	Meritorious and Hard Work for record of outstanding accomplishment
2020	Dr Shabana Arjamand	Associate Professor	Meritorious and Hard Work for record of

			outstanding accomplishment
2019	Dr. Shahita Ahmad	Assistant Professor	Bakshi Memorial Award
2019	Dr. Aasif Shah	Assistant Professor	Best Paper Award
2020	Dr. Aasif Shah	Assistant Professor	Cash Award from Korea Institute for International Economic Policy
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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	BA	3rd	15/12/2018	01/06/2019
BSc	Bsc	3rd	15/12/2018	01/06/2019
BCom	BCom	3rd	15/12/2018	01/06/2019
BBA	BBA	3rd	15/12/2018	01/06/2019
BA	BA	4th	31/07/2019	12/12/2019
BBA	BBA	4th	31/07/2019	12/12/2019
BCom	BCom	4th	31/07/2019	12/12/2019
BSc	BSc	4th	31/07/2019	12/12/2019
View File				

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

AAA Memorial Degree College Bemina is constituent College of Cluster University Srinagar and is guided by the regulations framed and formulated at university level regarding syllabi, examination, and evaluation. Consequently, the internal assessment scheme of the College is as per university rules. Cluster University has a continuous internal assessment system in which each paper of 100 marks has a component of 20 marks of internal assessment and rest 80 marks are allotted for the external examination of that paper. These 20 marks of internal assessment are designed and bifurcated in such a way that a continuous evaluation of students takes place throughout the semester and marks are given for each academic activity performed by the student. Precisely the College assesses the students on the basis of assignments, presentations, group discussions, projects, written and oral tests. The concerned teachers assign innovative assignments to students to build and check their creative skills. Presentations are taken on topics related to the syllabi or even on topics other than the main paper to develop the interest of students. Thus, a continuous internal assessment system works throughout the session to evaluate the students on the basis of their daily performance and growth. The marks obtained by the students in each academic activity are consolidated by the faculties assigned and the same is published in the department after approval by the Head of the department and Principal. The grievances if any are redressed in the manner prescribed by the regulations. The final published CE

marks are uploaded in the University website for information of students.

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

The IQAC cell of the college in consultation with heads of departments and timetable committee and examination committee prepares academic calendar of the session to keep students and faculty abreast with key dates of various academic and non-academic activities throughout the academic year. The academic calendar incorporates all activities such as commencement of classes, observation days, co-curricular activities, tentative examination schedule (internal as well as external) etc. that are expected to take place in the current session. The whole idea is to improve the teaching-learning qualities, to finish the assigned task within deadlines and instil among teachers and students about the importance of professional standard. The Academic Calendar is displayed on College Notice Board, website, and prospectus. Specifically, the academic calendar includes 1. Number of working days 2. Curricular/academic Activities 3. Co-curricular Activities 4. Extracurricular Activities 5. Observance days The primary purpose of the preparation of Academic Calendar is to serve as an information source and planning document for students, faculty, and other stakeholders of the college.

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://gdcbemina.edu.in/upload/files/file-26.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
BA	BA	Bachelor of Arts	472	343	72.67
BCom	BCom	Bachelor of Commerce	282	176	62.41
BSc	BSc	Bachelor of Science	117	85	72.64
BBA	BBA	Bachelor of Arts	53	50	94.33
MCom	MCom	Master of Commerce	52	49	94.23

[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://gdcbemina.edu.in/upload/files/file-53.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
Major Projects	730	ICSSR NEW DELHI	1500000	600000
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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
Introduction to Nanotechnology and Nano-Science	Physics	14/06/2019
JK scientist Education and outreach programme on science as career	Zoology	24/06/2019
An Introduction to the Fisheries Status of JK	Industrial Fish and Fisheries	13/05/2020

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
Bakshi Memorial Award	Dr. Shahita Ahmad	JK Cultural Academy	15/07/2019	Singing
View File				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
NA	NA	NA	NA	NA	Nil
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
NA	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	Botany	10	0.94
International	Commerce	1	0.04
International	Librray	1	0.35
Nil	Mathematics	1	0.83
Nil	Chemistry	5	0.97

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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
Ec0nomics	2
Botany	2
Commerce	5
History	1
Urdu	2
Chemistry	4
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
Examining the Mediating Role of Person-Job Fit in the Relationship between Training and Performance: A Civil Servant Perspective	ZH Bhat, RA Rainayee	Global bussiness rev.	2019	19	Abdul Ahad Azad Memorial Degree College Bemina-Cluster University, Srinagar-190 018, Jammu and Kashmir, India	17
Induction of morphological mutations and mutant phenotyping in black gram (Vigna mungo (L.) Hepper) using gamma rays and EMS.	S Goyal, MR Wani, RA Laskar, A Raina, R Amin	Vegetos	2019	12	Abdul Ahad Azad Memorial Degree College Bemina-Cluster University, Srinagar-190 018, Jammu and Kashmir, India	10
Assessment on cytotoxic	Goyal, S., M. R. Wani, R. A. Laskar,	Biotechnology Vegetal 19(3): 193	2019	6	Abdul Ahad Azad Memorial Degree	5

and mutagenic potency of gamma rays and EMS in Vigna mungo (L.) Hepper	A. Raina and S. Khan	- 204.			College Bemina-Cluster University, Srinagar-190 018, Jammu and Kashmir, India	
Comparative mutagenic analysis of gamma rays, EMS and their combination treatments in black gram (Vigna mungo (L.) Hepper)	Goyal, S., M. R.Wani and S. Khan	Thai Journal of Agricultural Science	2019	1	Abdul Ahad Azad Memorial Degree College Bemina-Cluster University, Srinagar-190 018, Jammu and Kashmir, India	1
Gamma rays and ethyl methanesulfonate induced early flowering and maturing mutants in urdbean (Vigna mungo (L.) Hepper).	Goyal, S., M. R. Wani and S. Khan	International Journal of Botany	2019	7	Abdul Ahad Azad Memorial Degree College Bemina-Cluster University, Srinagar-190 018, Jammu and Kashmir, India	6
Induced morphological and chromosomal diversity in the mutagenized population of black cumin (Nigella sativa L.) using single and combination treatments of gamma rays and	Amin, R., M. R.Wani, A. Raina, S. Khursheed and S. Khan	Jordan Journal of Biological Sciences 12 (1): 23-30	2019	19	Abdul Ahad Azad Memorial Degree College Bemina-Cluster University, Srinagar-190 018, Jammu and Kashmir, India	17

ethyl methane sulfonate						
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
NA	NA	NA	Nil	Nil	Nil	00
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	4	7	3	4
Presented papers	2	5	2	3
Resource persons	Nil	2	2	5
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
Campus Plantation drive/Pine	NSS	5	41
Swatchta Pakhwada	NSS	2	57
SVEEP	NSS	2	40
International Yoga day	Department of Physical Education and Sports	2	41
Blood Donation Camp	Red ribbon club, blood bank SMHS Hospital Sgr	4	63
Drug Abuse and Illicit Trafficking	NSS	3	74
SVEEP	NSS	2	44
Cleanliness drive at ferozpur Nallah	NSS	2	30
Cancer Awareness Programme	Cancer Society of Kashmir	2	65
Plantation Drive	NSS	4	53
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
Skill Development	Recognition	QUESS Corporation Pvt. Ltd	47
Promotion of Financial Literacy in JK	Recognition	HDFC Bank	57
Career Counselling	Recognition	Assent InfoTech Pvt. Ltd	68
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
Swatchta Pakhwada	NSS	Cleanliness Drive	2	57
Yoga and Meditation	Department of Physical Education and Sports	International Yoga day	2	41
Blood Donation Camp	Red ribbon club, blood bank SMHS Hospital Sgr	Blood Donation Camp	4	63
Drug Abuse	NSS	Drug Abuse and Illicit Trafficking	3	74
Swatch Bharat	NSS	Cleanliness drive at ferozpur Nallah	2	30
Cancer Awareness Programme	Cancer Society of Kashmir	Cancer Awareness Programme	2	65
Environmental Conservation	NSS	Plantation Drive	4	53
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
Teaching Computer Application at Local Orphanage Adopted Trust	2	Self	1
Visit to Public Library	20	College	1

Teaching Science at Local Orphanage Adopted Trust	2	Self	2
Teaching Social Sciences at Local Orphanage Adopted Trust	2	Self	2
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 institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Employability	Skill Development	QUESS Corporation Pvt. Ltd	02/07/2019	11/07/2019	20
Internship	Financial Statement Analysis of HDFC Bank Limited	HDFC Bank	03/07/2019	07/07/2019	18
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
Assent InfoTech Pvt. Ltd	02/04/2019	Career Counselling and Capacity Building	68
QUESS Corporation Pvt. Ltd	12/06/2019	Skill Development	47
HDFC Bank	25/06/2019	Promotion of Financial Literacy in JK	57
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
577.94	576.05

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
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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
Dr. Mohd Rafiq	Semiconductor Devices Fabrication	Openoffice	29/07/2019
Prof. Bashir Ahmad Khan	Company Law	Openoffice	29/07/2019
Dr. Shabana Arjumand	Aquaculture	Openoffice	29/07/2019
Dr. Feroz Ahmad	Applied Zoology	Openoffice	29/07/2019
Dr. Mohd Rafiq	Plant Ecology and Taxonomy	Openoffice	29/07/2019
Prof. Mohd Yaqoob Baba	Plant Pathology	Openoffice	29/07/2019
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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	110	44	0	22	0	12	15	2	17
Added	10	4	0	2	0	1	3	0	1
Total	120	48	0	24	0	13	18	2	18

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

2 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	Nil

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
20.41	17.42	31.51	27.94

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)

The institution has an effective internal monitoring mechanism ensured through the meetings of local management committees (college development

committee and college advisory committee). The periodical meetings of these committees ensure optimum utilization of budget allocated for various activities. A review of expenditure is made towards the end of the year. College follows the following mechanism for effective maintenance of academic and physical support facilities: 1. Maintenance of Academic facilities: requirements like books and journals, IT facilities, organizing career counselling programmes, special lectures, seminars, workshops and for subject tours, the departmental heads or the concerned teachers places requisitions/demands in writing to the Principal. The Principal places the requisition or demands before the College development Committee, college Purchase Committee, Library Committee, or any other relevant committee. Tender notification is then done for bulk purchases. Codal formalities of government regarding purchase is followed in letter and spirit. 2. Maintenance of Physical Support Facilities: All the departments of the college are well connected to the office in this regard. Day to day maintenance is carried out by the staff appointed for cleaning and maintenance of buildings. Apart from regular cleaning of the labs and classrooms, for any urgent maintenance the institution utilizes the services of the electrician, plumber, carpenter and computer engineers for the maintenance of infrastructure. Sometimes some technical persons are hired for the maintenance and repairs of laboratory equipments, computers, audiovisual aids etc. Besides, NSS volunteers make significant contribution in keeping the college premises clean and hygienic.

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	Financial-Aid for Economically weak, PWD and Orphans out of local fund	152	203200
Financial Support from Other Sources			
a) National	Post Matric Scholarship Scheme for Minorities (CS) / Disabilities / ST (JK) / PSP / DST	1679	10074000
b) International	Nil	Nil	Nil
View File			

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
Diploma Course in MS Excel	15/07/2019	30	Department of Commuter Sciences
Remedial coaching in Financial and Corporate Accounting	10/06/2019	14	Department of Commerce

Guidance for competitive examinations	01/08/2019	79	IQAC
YOGA AND MEDITATION	24/06/2019	20	Department of Physical Education
Diploma Course in TALLY for Commerce Students.	19/04/2019	30	Department of Commerce
Remedial coaching in Chemistry	10/06/2019	18	Department of Chemistry
Remedial coaching in Physics	10/06/2019	12	Department of Physics
Remedial coaching in Mathematics	10/06/2019	22	Department of Mathematics
Remedial Coaching in Commuter Sciences	10/06/2019	16	Department of Commuter Sciences
Remedial coaching in Statistics	10/06/2019	9	Department of Statistics
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	Guidance for competitive examinations	79	Nil	3	3
2019	Career Counselling for 6th Semester Students (UG Commerce & Arts)	Nil	88	Nil	5
2019	Career Counselling for 6th Semester Students (UG Science)	Nil	63	Nil	2
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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
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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
Assent Infor Tech Pvt. Limited	68	4	Nil	Nil	Nil
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
2019	55	BA/BSc/BCom	Science/Arts/Commerce	University of Kashmir	MA/MSc/MCom
2019	4	BSc	Science	University of Kashmir	MSc Statistics
2019	5	BA	Arts	University of Kashmir	MA Economics
2019	4	BSc	Science	University of Kashmir	MCA
2019	13	BBA	Management	University of Kashmir/IITM	MBA
2019	7	B.Com	Commerce	University of Kashmir	M.Com
2019	2	BA	Arts	University of Kashmir	MA Library Science
2019	14	BA	Arts	University of Kashmir	MA Kashmiri
2019	4	BA	Arts	University of Kashmir	MA English
2019	5	BA	Arts	University of Kashmir	MA Arabic
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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	5
SET	7
View File	

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

Activity	Level	Number of Participants
Cultural Programme (Azaan Competition)	Intra	15
Annual College Race for Girls from SKICC Gate to Nishat Garden	Intra	116
Annual College Road Race for Boys from Nehru Parak to Nishat Garden	Intra	103
Cultural Programme, Wall Painting Exhibition	Intra	3
Intra College Cricket Championship	Intra	352
Cultural Programme, (Qawali Competition)	Intra	7
Intra-mural Carom Tournament	Intra	10
Intra-mural Volley Ball Tournament	Intra	10
Inter College Cricket Rolling Trophy for Women	Inter	10
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/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Ist Position in Chancel lers Trophy 2019 (Cricket)	National	1	Nil	NA	Team Event
2019	Ist Position in Chancel lers Trophy 2019 (Football)	National	1	Nil	NA	Team Event
2019	2nd Position in Chancel lers Trophy 2019 (Hockey)	National	1	Nil	NA	Team Event
2019	1st	National	1	Nil	NA	Junaid

	Degree Black Belt SQUAY Martial Arts					Shafi
2019	Red-I Belt in SQUAY Martial Arts	National	1	Nil	NA	Junaid Shafi
2019	Ist Position in Inter College Skit competition on the Occasion of World Environment Day	National	Nil	1	NA	Team Event
2019	Ist Runner Up in 3rd LAC(J)- Debate Competition-2020 on theme Family Socialization is Responsible for Juvenile Delinquency	National	Nil	1	NA	Mohd Saqib
View File						

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

Each class at UG and PG level is represented by the class representative. The class representatives actively participate and co-ordinate in day-to-day academic activities at their level based on the instructions of the teaching faculty. They work as a bridge between the faculty and students. The grievances if any are put forth by students through their class representatives. They play an important role in leading any event or activity and help in organizing and managing the same. They also ensure maximum student cooperation and engagement in the events and activities. Student representatives who are nominated in the editorial board for the college magazine help to collect articles, poems, drawings etc from talented students. Student editors also involve in preparing the conference proceedings (national conference/workshops/seminars). Additionally, they provide strong support in the administration and management of hostel affairs. Each hostel has Mess Committee, Cultural Committee, Sports Committee and Cleanliness Committee. Specifically, they ? Monitor various academic and socio-cultural events in the college. ? Maintain overall conduct and discipline in the campus. ? Facilitate between the students and college. ? Coordinate all sports and extracurricular activities of the college. ? Raise

funds whenever there is need to fulfil social responsibility. ? Play a significant role as volunteers in conferences, workshops, sports and other events.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

548

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

5200

5.4.4 – Meetings/activities organized by Alumni Association :

Our college is committed to create positive and long-lasting relationships with our graduates and postgraduates to enable them to return to their alma mater. We view our students as lifelong assets that do not end at graduation or post-graduation. The meetings both at the institutional and departmental level with our alumni have provided meaningful and mutually beneficial relationships over time. The institution is looking for successful strategies that can be used to engage pass outs to increase their volunteerism and revenue.

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)

The Institution is committed to promote a culture of decentralisation and participative management involving all types of stakeholders towards attaining the vision of the institution. The College administration plays a promising role, leading and supporting the development and implementation of procedures, policies and programs that are associated with the vision and mission of the college. In the beginning of the academic year, the college administration conducts meeting with all faculty members and discuss the smooth functioning of the institution. Accordingly, various committees are constituted, and each committee has been provided with specific functions to cater to the needs of institution for the ongoing progress and development of the Institution. Every year, the composition of different committees is changed to ensure a uniform exposure of duties for academic and professional development of faculty members. Specifically following committees are framed to meet and accomplish operational and strategic objectives. These are: 1. IQAC Cell 2. Admission Committee 3. Purchasing Committee 4. Development Committee 5. Landscape and Beautification Committee 6. Sports Committee 7. Debates and Seminars Committee 8. Sexual Harassment Committee 9. Anti-Ragging Committee 10. Cultural Committee 11. Magazine Committee 12. Library Management Committee 13. Students Grievance Redressal Committee 14. Discipline Committee 15. NSS Committee 16. NCC Committee 17. Hostel Committee 18. Hospitality and Protocol Committee and so on. Each committee has a convener who convenes the meeting of the committee and record the minutes of meeting. The committee conveners keep the records of the proceedings of all the meetings for action and implementation with the help of college administration.

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
Curriculum Development	The college follows the curriculum as prescribed by the Cluster University Srinagar in letter and spirit which gets updated from time to time as required. The Timetable committee of the college draft the timetable and effectively distributes the units of time for academic and co-curricular purposes like theory, practical, tutorial, and other activities of the college that a student is expected to participate in. The college takes utmost care to complete the syllabus in time.
Teaching and Learning	The academic transaction of the institution goes in accordance with the academic calendar. All the faculty members are entrusted with the task to facilitate student learning through advanced pedagogies including usage of multimedia and ICT tools, field works, group discussions and so on. On the very first day of the class, the students are oriented with the program and course outcomes they are expected to learn at the end of the semester. The student learning is measured through class tests and assessments and the college involves them in the performance appraisal of teachers through feedback mechanism.
Examination and Evaluation	Since the college is an constituent College of cluster university Srinagar the question papers are being set by university and also being evaluated at university level. However, the continuous internal assessment component is taken care by the college. The internal assessment is designed and bifurcated in such a way that a continuous evaluation of students takes place throughout the semester and marks are given for each academic activity performed by the student. The datasheet of external examination is framed by the university.
Research and Development	Although the college is yet to start any research program at its own, but it puts a lot of emphasis on the development of their faculty members

and motivates them to do quality Research in their respective fields. The college encourages all its faculty members to present and publish research papers and attend conferences. The college also provides teachers with assistance to organise seminars and conferences. Several faculty members have published their research in reputed journals

Library, ICT and Physical Infrastructure / Instrumentation

The college gives due importance to digital learning and technology. The college has a smart classroom, few computer labs, WiFi and LAN facilities. There is also ICT - enabled seminar hall and library as well

Human Resource Management

The college has always maintained the decorum to motivate its faculty members to grow in the workplace and accordingly they are encouraged to apply for refresher courses, FDPs, research projects and so on. Besides, the non -teaching members are also empowered with computer and ICT skills for smoothing functioning of the academic activities in the institution

Industry Interaction / Collaboration

The college provides a platform for industry interaction through visit, guest lecture, training etc. In order to bridge the gap between industry and academia, the college organizes workshops, Seminars, guest lectures, conferences etc

Admission of Students

The college has an open policy for admission to all kinds of students. All the rules, statues, and procedure for admission to various course are mentioned in the college prospects to guide the aspiring students who want to seek admission in the college. Besides it has a separate admission committee that is committed to guide new entrants in the institution.

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

E-governace area	Details
Planning and Development	The college has made an advisory council of senior faculty members for planning the academic affairs of the institution in totality. The council pave a way for effective implementation of the curriculum, organisation of academic and extension activities, examinations at the beginning of the session by way of academic calendars and timetables. Which are uploaded on

the college website. In addition to these important notices and advertisements are also uploaded on the college website so that all concerned may get necessary information leading to good governance.

Administration

All the correspondence with the Higher Education Department of Jammu and Kashmir and the affiliating University is made through electronic mode. All the important circulars, guidelines and letters received from the higher education department and the University of Kashmir are also made available on the college website.

Finance and Accounts

All the statements of accounts of the college are maintained through computerised mode. The finance section of college is looked by the Accountant from Finance department. Transactions related to university payments, Income Tax, etc are performed and executed online. Also digital payment of remuneration is being made for the faculty conducted lectures on hourly basis or performing examination duties. Besides, all the notifications regarding necessary purchasing for the institution is done through digital mode only.

Student Admission and Support

All the notifications regarding admission of various courses are being made available on the college website. Fee is received both online and offline. The college ensures that the students don't have to face any difficulty in applying online and in making choice of streams and optional subjects and provides them all support. Help desks and counselling centres have been created to help the students. The students are also given the facility of applying online in the browsing/computer center of the college.

Examination

The students are supposed to submit their examination forms to the University of Kashmir online. The university then issues admit card to students through their online portal. Results of the students are also uploaded by the university on the portal from where the students can download their marks sheets. Any other related information like releasing of date sheet, schedule of examinations or

any other correspondence regarding examination is made online.

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
Nil	NA	NA	NA	Nil
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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	ICT Tools for teaching learning	NA	08/04/2019	08/04/2019	68	3
2019	Work Culture and Ethics	NA	22/06/2019	22/06/2019	77	2
2019	Leadership and Management Skills	NA	26/07/2019	26/07/2019	71	2
2019	NA	Team Work and C ollaborati on	23/03/2019	23/03/2019	5	44
2019	NA	Computer Basics	05/07/2019	05/07/2019	3	48
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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
Three Weeks Faculty Development Programme on effective use of online	1	01/09/2020	21/09/2020	21

teaching platform - by Govt. college of education				
Refresher course in Science organized by the UGC HDRC University of Kashmir 1. 16-12-2019-30-12-2021	1	16/12/2019	30/12/2019	14
Refresher course in Human Rights at UGC HRDC University of Jammu	3	10/12/2019	23/12/2021	14
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
76	18	43	49

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Advance Salary for needy teaching members, Maternity leave for female faculty members,	Advance Salary and internally generated fund raised by the faculty members for needy nonteaching staff members and the provision of maternity leave for female staff	There is a Students Aid Fund to the aid of the needy students. Besides the poor and underprivileged students are supported through social welfare and other govt schemes

6.4 – Financial Management and Resource Mobilization

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

The Institution has a thorough mechanism at place for conducting internal and external audits on the financial transactions every year to ensure financial compliance. Internal audit is conducted by the internal financial committee of the institution. The committee carefully verifies the income and expenditure details, and the compliance report of internal audit is submitted to the college administration through the convener of the financial committee. External audit is conducted once in every year by an external agency appointed by Jammu Kashmir Finance Department.

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
Alumni	5200	Voluntary Contribution
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	Yes	JK Higher Education Department	Yes	IQAC
Administrative	Yes	JK Finance Department	Yes	IQAC

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1.Meetings are arranged for parents and teachers regularly. 2.The students are felicitated for their academic and other achievements in presence of teachers and their parents. 3. Suggestions are taken from the parents for educational progress of the students.

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

1. Computer awareness among non-teaching staff. 2. Conduct of workshops and orientation programs for support staff like laboratory staff and helpers. 3. Health check-up facility.

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

(i) Construction of RUSA Block for Academic and Extension Activities with New Research Lab having latest softwares, Lecture Halls with smart boards has been established. (ii) Post graduate courses like Masters in Business Administration and integrated courses in History, Business Administration, Political Science, Commerce have been introduced as per NAAC recommendations (iii) The library automation has been initiated to include open learning platforms like NLIST, NDL, DOAB and DELNET.

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
2019	ICT Awareness Programme	30/03/2019	08/04/2019	08/04/2019	71
2019	Work Culture Ethics	15/06/2019	22/06/2019	22/06/2019	79
2019	Leadership Management Skills	15/06/2019	26/07/2019	26/07/2019	73

2019	Awareness programme on Girl child education	17/07/2019	24/07/2019	24/07/2019	56
2019	Punctuality Week	01/04/2021	03/04/2019	09/04/2019	93
2019	Blood Donation Camp in collaboration with red ribbon club, blood bank SMHS Hospital Srinagar	Nil	Nil	Nil	67
2019	Environmental Conservation	Nil	Nil	Nil	57
2019	Cancer Awareness Programme	Nil	Nil	Nil	67
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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
Awareness programme on Girl child education	24/07/2019	27/07/2019	44	12
Legal rights of women	20/07/2019	20/07/2019	45	11
Beti bachao beti padhao	04/06/2019	04/06/2019	77	13
One day 'Gender Sensitization Training'	29/05/2019	29/05/2019	55	16
International women's day	08/03/2019	08/03/2019	92	10
Gender Equity and Human Rights	05/03/2019	05/03/2019	45	21

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

The college has already set up 150 KW (503) rooftop solar power generation in the hostel and PG Department of Commerce towards shifting to renewable resources of energy. The solar panel is expected to generate electricity that can be used by the stakeholders of the department. The institution plans to increase the power generation capacity through solar panels in other departments especially those running integrated courses.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	Nil
Provision for lift	No	Nil
Ramp/Rails	Yes	Nil
Braille Software/facilities	Yes	Nil
Rest Rooms	Yes	Nil
Scribes for examination	Yes	Nil
Special skill development for differently abled students	Yes	Nil
Special skill development for differently abled students	Yes	Nil
Any other similar facility	Yes	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
2019	Nil	1	04/06/2019	1	Beti Bachao Beti Padhao	Addressed the declining child sex ratio and generated overall awareness about the welfare services intended for girls in India.	90

2019	Nill	1	20/07/2019	1	Legal Rights of Women	Created awareness among women about their social, economic, cultural, and political achievements of women	56
2019	Nill	1	03/04/2019	7	Punctuality Week	Taught students and locals about the virtue of punctuality and its benefits in life	93
2019	Nill	1	Nill	1	Blood Donation Camp in collobotation with red ribbon club, blood bank SMHS Hospital Srinagar	Raise awareness how blood donors can provide a vital service to the community.	Nill
2019	Nill	1	31/05/2019	1	Anti-tobacco day	Raised awareness on the harmful and deadly effects of tobacco use.	79
Nill	Nill	1	Nill	1	Cleanliness drive at Ferozpur Nallah	Raised awareness how to eliminate open defecation, eradicate manual scavenging,	40

introduce modern solid waste management and promote a positive attitude towards healthy sanitation practices .

[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)
Code of conduct for students (Discipline and Conduct)	16/02/2019	The college administration places a high focus on the safety of the premises and its members. This code is part of the Colleges security procedures to protect all members, teachers, students, visitors, and the Colleges facilities and property from any external threat. In case of students, the college ensures that all of its students must carry identity card to be able to enter into the institution. The are held liable for any damage, defacing, or removal of any material owned by the College from the college grounds.
Code of conduct for Non teaching staff	16/02/2019	The non-teaching staff should be loyal and punctual to their duties. Besides they should maintain healthy relationships with teaching faculty, students, and other stakeholders of the institution. Additionally, they should be supportive and cooperative with the teaching staff and take care of the college

		property to the best of their capacity.
Code of Conduct for Teachers	16/02/2019	The college has drafted separate rules for teachers like they should be regular and punctual and report for duty at least ten minutes before the usual reporting time. They should keep all records pertinent to college like attendance register and respective departmental information accurate and up to date. Also, they should know their scalar chain and respect the functional superiority of those set in authority over them. While dealing with students, they should not discriminate them on grounds of ability, race, colour, creed, or cast.
Code of Conduct for College Governance	16/02/2019	The college ensures that its administration should make conscious efforts to be fair in his dealings and decisions with all stakeholders of the institution. They should not withhold vital information that otherwise holds a public significance. Besides they should maintain the dignity and decorum by respecting and obeying the law and demonstrating personal integrity.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Punctuality Week	03/04/2019	09/04/2019	93
Blood Donation Camp in collobotation with red ribbon club, blood bank SMHS Hospital Srinagar	Nil	Nil	Nil
Anti-tobacco day	31/05/2019	31/05/2019	79
Cleanliness drive at Ferozpur Nallah	Nil	Nil	40
Awareness	24/07/2019	24/07/2019	56

programme on Girl child education			
Beti bachao beti padhao	04/06/2019	04/06/2019	90
One day 'Gender Sensitization Training'	29/05/2019	29/05/2019	71
View File			

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

1. Tree Plantation Drive: This plantation drive in the college is conducted annually in which pine saplings are planted by scores of students and faculty members in and around the college campus. 2. Restricted entry of vehicles in the college premises. Separate parking facility for students and faculty is provided at the entry point of the college premises. 3. Herbal plantation drive: This drive is an annual practice as most of the medicinal and herbal plants get withered during the extreme conditions of harsh winter. For replacing the dead and damaged plants, new plant material in the form of medicinal and aromatic plant saplings were procured from Nehru Memorial Botanical Garden (NMBG) and transplanted into the beds of the college herbal garden. The plant saplings used for transplantation included *Bergenia*, *Viola*, *Achillea*, *Picrorhiza*, *Fragaria*, *Polygonum* and some species of aromatic plants like *Santolina*, *Rosemerry* and *Lavendula*. 4. Ban on the use of plastic: The college campus has been declared as a no-polythene-zone. Also, a blanket ban on the use of single-use plastic has been imposed in the college. 5. Environmental week celebrations: All the three NSS units of the college, in collaboration with the Department of Environmental Sciences of the college celebrated the week long programmes under the theme of 'connecting with nature'. The week long celebrations provide an excellent platform for discussions on various environment related issues of the state of JK in general and our institution in particular. 6. Ozone day celebrations: The College conducts annual Ozone day celebrations in order to raise awareness for highlighting such issues to sensitize all the stakeholders regarding the environmental issues, particularly the depletion of ozone layer and its consequences. 7. Earth day celebrations: Every year Earth Day is celebrated in the college on 22nd of April. This international day is celebrated to pledge support for environmental protection and to build the world's largest environmental movement to drive transformative change for people and the planet. The mission of this movement is 'to diversify, educate and activate the environmental movement worldwide'. 8. International day of forests: Every year NSS Wing of the college in collaboration with the Department of Ecology, Environment and Remote Sensing celebrates International Day of Forests which highlights the importance of protecting the environment and providing awareness by organizing debate competition in the college.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice - 1 Title of the Practice: Adoption of a Local Orphanage Trust to Provide Faculty, Infrastructural Support and Short-Term Courses. Objectives of the Practice • To enhance vision of the students studying in the trust by organizing frequent training cum counseling programs. • To provide skill based training to enhance their employability. • To allow access to infrastructural facilities, like library and sports ground to improve mental and physical capabilities. The Context Educational status is an important indicator of children's wellbeing and future life opportunities. It can predict growth potential and economic viability of a state. While this is an ideal situation

for all children, the case may be different for orphans and vulnerable children (OVC) due to the challenges they go through on a daily basis. Poor or orphaned children are unable to get a chance to learn. They often drop out of school to help provide for themselves or their family, even at an early age. Without an education, the children will be subject to a life of extreme poverty and, at times, may be forced into bonded labor. Many orphanage schools have been running to provide basic education but are lacking in terms of various facilities like IT enabled libraries, Playing fields, skill inculcating up-to-date labs etc. Identifying this as a need and realizing our responsibility towards society, this college has adopted a local Orphanage Trust namely J K Yateem Trust (Bemina Srinagar). The college particularly focuses the educational institutions run by the trust. The Practice To perform towards our commitment, the college has been practicing in the following ways:

- The faculty of the college is visiting the school run by the Orphanage Trust, for counseling purpose and thereby sharpening the vision of the students towards their carrier opportunities.
- Students of the Orphanage School are allowed to participate in the routine awareness, cultural and other programs organized by the college for exposing them to broader spheres of knowledge.
- The adopted Trust does not have a full-fledged sports ground to allow students to participate in sports activities. Realizing the same deficit, the college allows access to sports ground for physical activities to maintain academic and physical-activity balance.
- To increase employability of the orphanage students, the college provides short-term skill course in computers and commercial fields. Evidence of Success Owing to the hard work done by the members of faculty, the following achievements have taken place in the current session:

- No. of counseling programs organized: 05
- No. of times access to sports field allowed: 16
- No. of short-term skill programs organized: 00
- No. of students who visited college library for access to books and study material for in order to prepare for competitive examinations: 28

Problems Encountered and Resources Required As such no difficulty was faced by the institution for extending helping hand to the orphanage trust, but following adjustments were made to provide smooth and easy access:

- A separate time slot for visiting facility to the orphanage was drafted.
- A separate record keeping system was created in the library for easy access to study materials.
- Number of sports equipment were kept reserved for the students and an easy access mechanism was created in the sports department.

Best Practice – 2 Title of the Practice: Supporting Local Community and Youth Through Engagement in Sports Activities Objectives of the Practice:

- Stage-wise support for gradual development of sports infrastructure starting from the basic to the optimal keeping in view the participation of students and youth in particular games.
- The previous performance of the students in particular sports will be taken into consideration for providing support in the form of infrastructure and equipment.
- To provide level playing field to enhance sports expertise.

The Context Sports is a means of physical and mental development besides creating harmony in the country. Sports is like a matrix where persons of all creeds, color, gender, religion and socio-economic status have the level playing ground. It is a melting pot where all and sundry have equal rights and opportunities. Sports is, thus, a glowing example of national integration. The participation in sports makes a nation fitter and also reduces the burden of morbidity and mortality in the population. Indian people are by nature sedentary and as such, the load of life style diseases is increasing on the health system of the country exponentially. Keeping in view the fact that a fitter nation is better in performance in all parameters, it is important that the institution supports the sports activities for college students as well as community people to provide an opportunity for all to participate in sports in a big way. This practice would provide the basic infrastructure and equipment in our college for promotion of sports as well as community service. This is also an attempt to fruitfully engage the community in their leisure time. The

Practice To perform towards our commitment, the college has been practicing in the following ways: • The PTI of our college is actively engaged in conducting various sports related activities in the college • Students of the other Schools/Colleges of the local community are allowed to play various games in the college playground. • The college allows access to sports ground for physical activities to maintain community fitness and boost physical-activity balance among youth. Evidence of Success The college has been conducting various sports activities of college students in the playground. Besides this, various tournaments have been organized by various cricket clubs and organizers like Under-19 Cricket Cup, T-20 tournaments, Volley Ball tournaments etc. Problems Encountered and Resources Required • Policy implementation and complex regulations • Maintenance of college sports ground • Restricted private sector participation • Since, the college is located in a marshy land it becomes submerged even when there is little rainfall.

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

<https://gdcbemina.edu.in/upload/files/file-29.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

The institution focuses at delivering to its best ability to the vision of the college. The nation in general and the state in particular, is marred with the problem unemployment among educated youth. Therefore, the need for “Skill-based system of education” is becoming more vocal in present times. A couple of important initiatives are taken at the institution towards skill-based education where the establishment of the Skill Development Centre offering skill courses in Accounting and Taxation as well as Certificate Courses. The college is one of the few institutions in the Union territory to offer employment-oriented skill development programmes in the near future. The establishment of Skill Development Centre by the college is a much needed initiative to equip the students for their future. With a distinctive vision to impact the society, the centre will provide the required skills for immediate employment of the students. This will be a big leap towards diminution of the problem of educated unemployed youths in the UT. By allowing the students to pursue their dreams with a sense of direction, this centre will help those with a view to build their careers in the selected areas of Accounting and Taxation. MOUs will have to be signed with mentor institutions where students will avail hands-on training during their internships. The college aims at creating a hatching ground for the students to develop their hobbies and achieve success in life. The Skill Development Centre will be a step towards facilitating the students with the required knowledge, experience and exposure to pursue their dreams with gainful employment. With the skills gained, the students will become more determined and confident in facing the future.

Provide the weblink of the institution

<https://gdcbemina.edu.in/upload/files/file-35.jpg>

8.Future Plans of Actions for Next Academic Year

1. To introduce Job-oriented and Skill-based courses 2. To continuously Innovate, Introduce new courses and remain relevant to the changing needs of the stakeholders 3. To upgrade Library Resources to include digital content, which can be accessed by Students and Faculty online 4. Digital Content in the form of Video Lectures, Study Notes, etc. to be made available on the website by Teachers and 5. To enter into MOU's with Corporates and Industry Associations to promote Academia-Industry Linkages, to enable placements, internships, training, etc. for

the students.