



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution

GOVT. DEGREE COLLEGE PATTAN

- Name of the Head of the institution

PROF. (DR.) GHULAM JEELANI
QUERESHI

- Designation

PRINCIPAL

- Does the institution function from its own campus?

Yes

- Phone no./Alternate phone no.

+91-1942496084

- Mobile No:

9419663720

- Registered e-mail

principal.pattan@gmail.com

- Alternate e-mail

NIL

- Address

PATTAN, BARAMULLA, KASHMIR, INDIA

- City/Town

PATTAN

- State/UT

JAMMU AND KASHMIR

- Pin Code

193121

2.Institutional status

- Affiliated / Constitution Colleges

affiliated

- Type of Institution

Co-education

- Location

Rural

- Financial Status **UGC 2f and 12(B)**
- Name of the Affiliating University **UNIVERSITY OF KASHMIR**
- Name of the IQAC Coordinator **DR. ASIYA NAZIR KHAN**
- Phone No. **01952236146**
- Alternate phone No. **7780804109**
- Mobile **9906717598**
- IQAC e-mail address **iqac2021.gdcpattan@gmail.com**
- Alternate e-mail address **Nil**

**3.Website address (Web link of the AQAR
(Previous Academic Year)**

www.gdcpattan.com

**4.Whether Academic Calendar prepared
during the year?**

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<http://gdcpattan.edu.in/Files/db6c72f8-0713-491e-a369-bc1c86179e41/Custom/AcademicCalander2020.pdf>

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C	2.0	2021	16/11/2021	16/11/2026

6.Date of Establishment of IQAC

01/12/2018

7.Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
nil	nil	nil	nil	nil

**8.Whether composition of IQAC as per latest
NAAC guidelines**

No

- Upload latest notification of formation of IQAC

[View File](#)

9.No. of IQAC meetings held during the year 4

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

10.Whether IQAC received funding from any of the funding agency to support its activities during the year? No

- If yes, mention the amount

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

nil Made preparation for upcoming NAAC but due to COVID pandemic the visit got delayed twice in the year 2021.

Upgraded to modern method of teaching and learning by converting two classrooms into smart classrooms and introducing smart-boards in all the labs of the college.

Publication of college magazine and newsletter after a gap of five years.

Collected feedback from different stakeholders.

Construction of library cum auditorium and twelve classroom block was also carried during the pandemic.

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

Plan of Action	Achievements/Outcomes
The first and the foremost action taken up was preparation of NAAC peer team visit.	Because of covid pandemic the visit continuously got delayed.
To obtain feedback on syllabus and its transaction as well as other facilities from different stakeholders.	Feedback was collected and analyzed.
Online resources were supposed to be created for students so that their studies could be continued without any disruptions.	E-content was provided by all the departments which was uploaded on the college website.
Online teaching was the need of the hour because of the covid pandemic lockdown.	Teachers were guided to organize online classroom through GOOGLE classrooms, zoom app, google meet etc.
New equipments/instruments were to be purchased for different departments vis physics, chemistry, zoology, computer applications.	purchased the required number of equipments/instruments in the labs as per the requisition from respective HOD's
New books were to be purchased	As per the list submitted by the heads of different departments a good collection of books was added to the library

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

- Name of the statutory body

Name	Date of meeting(s)
College Advisory committee	25/05/2022

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

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• Name of the Head of the institution	PROF. (DR.) GHULAM JEELANI QUERESHI
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	+91-1942496084
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• Registered e-mail	principal.pattan@gmail.com
• Alternate e-mail	NIL
• Address	PATTAN, BARAMULLA, KASHMIR, INDIA
• City/Town	PATTAN
• State/UT	JAMMU AND KASHMIR
• Pin Code	193121
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• Type of Institution	Co-education
• Location	Rural
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• Name of the Affiliating University	UNIVERSITY OF KASHMIR
• Name of the IQAC Coordinator	DR. ASIYA NAZIR KHAN

• Phone No.	01952236146				
• Alternate phone No.	7780804109				
• Mobile	9906717598				
• IQAC e-mail address	iqac2021.gdcpattan@gmail.com				
• Alternate e-mail address	Nil				
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• if yes, whether it is uploaded in the Institutional website Web link:	http://gdcpattan.edu.in/Files/db6c72f8-0713-491e-a369-bc1c86179e41/Custom/AcademicCalander2020.pdf				
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Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
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• Upload latest notification of formation of IQAC			View File		
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• Were the minutes of IQAC meeting(s) and compliance to the decisions have			Yes		

been uploaded on the institutional website?		
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File	
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	Publication of college magazine and newsletter after a gap of five years.	
	Collected feedback from different stakeholders.	
	Construction of library cum auditorium and twelve classroom block was also carried during the pandemic.	
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- Name of the statutory body

Name	Date of meeting(s)
College Advisory committee	25/05/2022

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2020- 21	19/02/2022

15.Multidisciplinary / interdisciplinary

The college adopts to interdisciplinary approach to education (till adoption of NEP-2020 in 2022).

16.Academic bank of credits (ABC):

Not Applicable till 2022.

17.Skill development:

The various departments of the college offer many skill development courses to the students which are as given below: Courses on Disaster management and Green Technology offered by department of (Environmental Science), Courses on English language Teaching and English writing skills offered by department of (English) Courses on Urdu Learning skills of afsana, media writing and Learning skills of drama offered by department of (Urdu). Courses on Apiculture, Sericulture, Sericulture and post harvesting offered by department of (Zoology) Courses on Seed Technology offered by department of (Botany), Courses on Electrical circuits and Networking, Renewable energy and harvesting offered by department of (Physics) Courses on Sociology of development, Gender sensitization, Techniques of social research, Sociology of religion and Sociology of crime, offered by department of (Sociology) Courses on Guidance and Counselling, Educational Technology offered by department of (Education), Courses on Multimedia, offered by department of (Computer Application and BCA), Courses on Financial Economics, offered by department of (Commerce)

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

Not Applicable

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

The institution follows an external and an internal process of evaluation to ascertain if the desired outcome has been achieved. In the internal evaluation system there is a direct student-teacher learning interface system where teachers assign assignments, surprise class test, project works, field work (for social science students), laboratory work (for science students),

class presentation and quizzes so on to be evaluated in the classroom. All these are part of program improvement scheme. The external evaluation system is the end term examination with both multiple choice for students in even semester and subjective questions for students in odd semester to be evaluated by an external faculty assigned by the affiliating university. The College has a Counselling Committee, consisting of many faculty members, who help the students at the time of admission in choosing subjects by giving them awareness about the scope of different disciplines in order to choose a path of their choice and be clear about their goals in life. In order to improve the quality of the institution and to keep a track of the lectures being taught in classroom the teachers mark the lecture number in their attendance register to make sure that the syllabus is completed on time.

20.Distance education/online education:

The College serves as the only IGNOU centre for students who opt to study through distance mode of learning in Pattan Town of Baramulla district of Kashmir. There are many students in this rural town who are opting for a distance mode of seeking education and the college facilitates them in terms of registration and admission in various courses offered by IGNOU. However, it doesn't of its own offer any distance mode degree to the students, though it is very much aiming to do so in near future.

Extended Profile

1.Programme

1.1 4

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

File Description	Documents
Data Template	View File

2.Student

2.1 1597

Number of students during the year

File Description	Documents
Data Template	View File

2.2

131

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

File Description	Documents
Data Template	View File

2.3

574

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1

18

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2

27

Number of Sanctioned posts during the year

Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	4
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	1597
File Description	Documents
Data Template	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	131
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	574
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	18
File Description	Documents
Data Template	View File

3.2	27
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	11
Total number of Classrooms and Seminar halls	
4.2	11313624
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	46
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Govt. Degree College, Pattan is affiliated to the University of Kashmir. It offers graduation in B.A., B.Sc., B.Com and B.Sc.IT programmes. The academic calendar is prepared by the affiliating university in which admission date, semester duration, commencement and conclusion of the semesters is well specified. The Staff Council in coordination with admission, time table and disciplinary committees of the college and individual departments provide the guidelines and regularly monitors the effectiveness of the academic curriculum round the year and revises the progress through periodic meetings of the Principal, faculty and the committees. The college has mentoring committees at the college and departmental level for the newly introduced Choice Based Credit System (CBCS) for the learners in which the delivery of CBCS is well calibrated. The faculty members are encouraged to update their knowledge through orientation/referresher courses, workshops, seminars, etc. Attendance registers are well maintained and all the internal

examinations are held as per schedule. Conventional classroom teaching is complemented with ICT and also with practical exposure through field trips, industrial tours, extension lectures so as to develop observational skills of the learners. Skill development courses are offered to the learners and laboratories are upgraded to enhance their skills.

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

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

The institute has developed a structured and documented process for implementing the curriculum. It is as follows:

- To ensure proper documentation of academic deliverance all the faculty members prepare and submit a lecture breakup of the syllabus to IQAC. Further, syllabus completion certificates are also obtained on monthly basis. Internal examination is scheduled which is conducted through continuous assessment, periodic tests, assignments, etc. Slow learners are identified and special remedial classes are arranged through mentorship programmes. The academic calendar is prepared well in advance and is displayed on college website, on different whatsapp groups of the students, telegram channel of the college, etc.
- Before the declaration of the final result an evaluation status of the results is uploaded on the University Website for the information of the students so that any discrepancy can be rectified well in time.
- Faculty members revise the COs of their courses, and prepare/update their lecture materials. The syllabus is enriched by adding contents beyond syllabus, to ensure achievement of the COs. Faculty members also prepare assignments and case studies in advance.
- IQAC periodically monitors progress of the lab sessions, etc. and collects Course Completion Certificate from all the departments.

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

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

B. Any 3 of the above

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

1.2 - Academic Flexibility

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

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

4

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

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

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

0

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

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

00

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

0

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

1.3 - Curriculum Enrichment

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

The college believes in and integrates cross cutting issues with the curriculum that would create positive effect on the learner in terms of their education and societal obligation. The college has courses like gender sensitization, environment studies, disaster management, human values.

In gender sensitization the Learners are sensitized to basic sociological, psychological and legal aspects of gender; and effectiveness of this course is supplemented through discussions of resources derived from research, everyday life and literature etc.

An environmental study is another compulsory course that creates awareness among learners about various pressing environmental issues. Disaster Management course helps to improve the capacity of managing the disasters by organizing the practical session like mock drills for firefighting, earthquake management, first aid, relief and rescue operation.

Moreover, the college has also adopted a village 'MIR JAMAL' wherein the learners take various roles of awaring the masses about health issues, education of women, plantation and cleanliness etc. The College has also adopted Girl's Orphanage, Darul Muhsinaat to help the inmates especially interms of their education. The college through NSS volunteers organizes fund raising initiatives for providing the basic necessities to orphan girls like uniforms, books, stationary, hygiene kits etc, which help them to imbibe the moral, social and ethical values.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

4

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

20

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

1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students Teachers Employers Alumni**

C. Any 2 of the above

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

560

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

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

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

131

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

2.2 - Catering to Student Diversity

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

From the academic year 2020-21, a new scheme is adopted for the slow and advanced learners. The faculty of the college conducted "student induction" programme to identify advanced and slow learners. Through this event students are introduced with teaching-learning and evaluation program, college discipline, various academic and other scheme. Class-room discussion, question and answer method, by considering their subject knowledge and academic performance of the students are used to identify the slow and advanced learners. The institution also organizes zero period/extra classes for slow learners. The facilities in the college and the scope of the subjects being learnt are introduced in these sessions. To monitor the future progress of the students sessions are also organized to inculcate positive attitude and competitive spirit. Coaching is also given in Skill Development Programme like Communicative English, Aptitude and Placement. Advanced learners are provided with additional learning and reference material and encouraged to enroll in MOOC Courses - Swayam, EdX. Special care is taken of the academic weak students by conducting remedial coaching to enhance their self-confidence and to reduce their drop out ratio.

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

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

Number of Students	Number of Teachers
1597	18

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

For effective learning, the faculty of the College develops student-specific, contextual and innovative teaching methodologies using ICT that provides the help and complementary supports for both teachers and students. Some of the methodologies and exercises like Seminars, problem-solving sessions, power point presentations, net based assignments, group discussions, group assignments, quizzes and mini projects are used to make the teaching learning effective at the college.

Experimental Learning: To promote interdisciplinary learning, civic engagement, career development, cultural awareness, leadership, and other professional and intellectual skills in the students, well-planned, supervised and assessed experimental learning programs are organized by the college faculty.

Participative Learning: Advanced learners are encouraged through presentation of assignments, discussion and debate in classrooms and in Association meetings by the faculty of the college. Slow learners are given complete tasks such as reading, problem solving, and analysis of the experiment to enhance their learning process and maximize their abilities.

Problem Solving Methodologies: Problem based projects are designed and allotted to the students to enhance their problem solving abilities. Problem solving sessions and additional tutorials are conducted for Mathematics, Physics, English, etc.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	www.gdcpattan.com

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

The faculty of the college institution use various ICT enabled

tools like Google Classroom, ZOOM app, WISE app etc. to make the learning process more fulfilling and meaningful. It also helps teachers to design their lesson plans in an effective, creative and interesting approach that would result in students' active learning. Experiments through simulations are conducted in Science Labs. The power point presentations are designed with animations and simulations to present the topic in a very innovative and creative way that will lead into discussion and exchanging ideas and thoughts. Students are encouraged to take part in open discussion and problem-solving activities through online learning platforms.

ICT Tools and Infrastructure facilities: Online teaching learning process through the use of Projectors, Desktop and Laptops, Printers, Photocopier machines and Scanners is performed. All the science departments of the college are provided with Smart boards (53 INCH) to make the smart classrooms as an additional infrastructure facilities available for smooth conduction of curriculum delivery through online platforms.

For Online access of E-Books, E-Journals, notes, handouts and PPTs for students Library provides Digital Repositories called DSPACE and Lib SPACE. Online classes are conducted through Google Meet and Zoom and study materials, assignments and tasks are assigned through Google Classroom.

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

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

2.3.3.1 - Number of mentors

37

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

2.4 - Teacher Profile and Quality

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

18

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

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

5

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	No File Uploaded

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

2.4.3.1 - Total experience of full-time teachers

30

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

2.5 - Evaluation Process and Reforms

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

There is a set schedule for the internal assessment tests and are in alignment with the Institution academic calendar which is in adherence with the University Academic schedule. Syllabus completion is scheduled so as to satisfy the norms laid down by the University. The internal and external Assessment Tests are conducted during every semester within the span of three months to assess and evaluate the understanding capability of the students and to improve their performance based on their outcomes attainment.

Internal Assessment Tests both theory and Practical (in case of Science subjects) are conducted during every semester within the span of three months to assess and evaluate the understanding capability of the students and to improve their performance based on their outcomes attainment.

. A special University preparatory schedule is arranged for the students to make themselves well prepared for attending the University Theory examinations confidently.

The schedule of these tests are published in the college website and other social media platforms well in advance so that students are aware of the schedule and start preparing for the examinations meticulously.

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

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

The Internal Examination is conducted twice in an academic year, and once for each semester. Tutorial classes assisted with various other activities like group discussions, power point presentations, guest lectures, Edusat lectures, Assignments, quizzes etc. are corroborated for maintaining the quality of teaching and also completing the assigned topics within timeframe. The College has a separate grievance cell. The students facing any problem with the examination related matter are directed and personally assisted by the staff. For smooth conduct of University theory examination, an internal squad comprising of senior faculty members is appointed. Surprise tests/ class tests are conducted after completion of every unit. The students are provided with the scripts so that they can self-assess their performance. Such practices also help teachers to identify the learning capability of students. Continuous assessment in the form of presentations, assignments, solving previous year question papers, objective types question solving within time frame also help students to stay actively engaged with the curriculum, self-assessment, positive critique and collaborative and participative learning. Practicals are also done on daily bases. Every experiment is executed and evaluated based on experiments prescribed by university. The students are actively engaged in co-curricular and extra-curricular activities. Before the declaration of final result, evaluation status is uploaded on the university website to clear the discrepancies, if any.

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

2.6 - Student Performance and Learning Outcomes

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

The institution offers 10 subjects in Social Sciences and 5 subjects in Science apart from Commerce stream at the under graduate level. The subject combination of the programmes about all the courses running in the institution, program specific outcomes and course outcomes are mentioned in the prospectus and are also uploaded on the college website/ telegram channel for

ready reference. Time table is pasted on all notice boards and uploaded on the college website/telegram channel for wider information of students. Academic calendar for each session is printed on the prospectus and uploaded on the college website/telegram channel. Lecture plan prepared by all departments is updated at the beginning of each semester according to the changes in syllabus if any. The prospectus also outlines the college activities and college sports calendar with specific dates mentioned against each event to be conducted in that academic session. Study materials of many courses are uploaded at the college website by the respective departments for easy accessibility. The faculty take feedback on the courses that need to be improved from the online 'Student Satisfaction Survey' on the website. This helps to make changes and improve the overall teaching learning and evaluation.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	View File

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

The institution follows two major methods of evaluation: external and internal process of evaluation. The Attainment of program outcomes, program specific outcomes and course outcomes evaluated via internal examination by the subject teachers and via external examination by the University itself. The internal evaluation system is direct student-teacher learning system where teacher assign assignments, surprise class test, project works, field work (for social science students), laboratory work (for science students), class presentation and quizzes so on to be evaluated in the classroom. All these are part of program improvement scheme. The external evaluation system is the end term examination with both multiple choice for even semester classes and subjective questions for odd semester classes to be evaluated by an external faculty assigned by the affiliating university. The College has a Counselling Committee, consisting of many faculty members, who help the students at the time of admission in choosing subjects by giving them awareness about the scope of different disciplines in order to choose a path of

their choice and be clear about their goals in life. In order to improve the quality of the institution and to keep a track of the lectures being taught in classroom the teachers mark the lecture number in their attendance register to make sure that the syllabus is completed on time.

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

2.6.3 - Pass percentage of Students during the year

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

319

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

www.gdcpattan.com

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

5.99

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

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

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

1

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

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

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

11

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

3.2 - Research Publications and Awards

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

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

0

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	No File Uploaded

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

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

0

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	No File Uploaded

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The Govt. Degree college, Pattan has conducted extension activities in the adjacent locality during March-April, 2020, adopted the villages and some weaker sections of the society. The main objective of such activities is to connect our institution with the society which in turn will help our students to broaden their outlook with regard to their society and develop sense of social work among them. Moreover, such activities also help in inculcating good moral behaviour and sense of belongingness among the students. Due to Covid-19 pandemic many activities which were scheduled for the year could not be conducted. However, an important task that was taken up

by the NSS unit of the college was the adoption of Darul Muhsinaat Girls orphanage located in the neighbourhood of the college. The NSS volunteers educated the inmates about health and hygiene and also about the preventive measures to be taken in order to combat the pandemic. Moreover, sanitizers, masks, woolen clothes and study material etc, were distributed among the girls of the orphanage out of the donation collected by the NSS volunteers themselves. The activities were conducted under the aegis of the program 'Let's Reach Out'.

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

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

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

0

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

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

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

18

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

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

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

187

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

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

yes

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

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

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

3

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The college ensures adequate availability and optimal utilization of physical infrastructure in order to create an environment of excellence in education through technologically innovative educational tools. At the beginning of the academic year need assessment for replacement /up-gradation/addition of the existing infrastructure is carried out based on the suggestions from Heads of the departments and the Advisory Committee/College Development Committee after reviewing course requirements, computer-student ratio, working condition of the existing equipment. The Time Table committee plans ahead for all requirements regarding the availability of class rooms/labs classrooms, laboratories, furniture and other equipment's.

The college ensures optimal utilization of the resources by encouraging innovative teaching learning practices like use of power point presentations, LCD Projectors, Interactive Flat Panels etc. Regular workshops/awareness programs/training programs are conducted for optimal deployment of infrastructure and utilization of modern technology. The available physical infrastructure is optimally utilized beyond regular college hours, to conduct co-curricular activities/extra-curricular activities, Sports Training classes etc. The college has upgraded IT infrastructure in view of the recent NAAC visit to meet the teaching - learning requirements by installing 10

Interactive Flat Panels in the Classrooms, Labs and Conference Hall.

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

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

The overall development of students is the prime motto of the college. Our college Shows equal amount of interest and provides an environment to its students where they are encouraged to indulge in sports and extra-curricular activities along with academics. Students are trained under the guidance of qualified Physical Training Instructor. For various games students are selected through selection trials. They are trained and encouraged to participate in various Levels of competition including intramural, interuniversity events, national events. All the participants are awarded with participation certificates. Winner and runner-up teams are awarded with medals and certificates.

Cultural activities are conducted in the lawns under tents when there is pleasant weather, otherwise held in the college Browsing Centre which serves as a multi-purpose hall. The college organizes events related to NSS with which we promote National integration and sense of social responsibility, inculcation of discipline, dignity of labour and help the students to develop in total personality. We have about 250 students NSS volunteers. The students are encouraged to actively participate and showcase their talent and skills in various activities like debate, painting, drama, photography etc. The activities contribute to bring out talent among students, which helps to build their overall personality and developing communication skills, leadership skills and team working skills.

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

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

11

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

11

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

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

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

3439664

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

4.2 - Library as a Learning Resource

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

The library is fully automated as the library is subscribed to SOUL 2.0. Library utilizes the services of three computer systems for the purpose of providing various services viz, one Server for updating collection and student records, one system for circulation and one for OPAC access. All the collection of

the library has been updated on the software. In addition to this, the student details are updated on regular basis. The circulation of books is carried through the software. Furthermore, student friendly Kiosk system is connected through LAN for online access through OPAC for the students to have instant access to library collection as well as to their individual accounts. The library is planning to upgrade the SOUL 2.0 to the latest version SOUL 3.0 in near future.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources **B. Any 3 of the above**

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

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

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

699754

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

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

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

100

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

Our aim is to provide latest facilities to the students so that they can utilize these resources to reach greater heights through our regular upgrades and updates in IT facilities. The entire campus of the Institution is Wi-Fi enabled with high speed internet connectivity which enables students and faculty to access the internet anywhere in the college. This facility is provided by Jio. The Institution encourages faculty to utilize ICT facilities for an effective teaching learning process. CCTV cameras are installed at most sensitive places to monitor the activities of the students. Labs have been equipped with smart boards and LCD projectors. The institution updates its website regularly The college is facilitated with 28 computers in computer lab. These computers are accessible to the students as well as the teachers for academic and co-curricular activities. Printers are available in office, examination section, admission section and reprographic facility is also available in the college library. For instantaneous communication between faculties, we have created a whatsapp group namely "GDC Pattan Official" and for students college operates Telegram channel as well. The college upgraded IT infrastructure in view of the recent NAAC visit to meet the teaching - learning requirements by installing 10 Interactive Flat Panels in the Classrooms, Labs and Conference Hall . Also upgraded our old broadband connections to BSNL fiber service thereby increasing the internet bandwidth upto 100Mbbps. The service is available to the students as well as faculty in the college browsing centre and college library and computer lab.

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

4.3.2 - Number of Computers

46

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

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

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

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

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

7372252

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

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

Lab audit is conducted together by all faculty members, requirement list, and defective item list is prepared. Requirement list is forwarded to the Principal for approval. The mode of procurement is mostly online through GeM portal. Received items are checked, tested and then entered in the stock register and bill is recommended for payment. College development committee visits all class rooms, prepares a list of damaged items, additional items for up-gradation. Concerned faculty recommends books to be procured in their respective subjects. All recommendation is routed through the Principal to the library department and purchased after following all official guidelines.

List of the required items is prepared by the sports department on yearly basis and forwarded to the Principal for approval. Received items are entered in the stock register after verification of the invoice with material supplied.

Utilization: Time table committee frames table for lab course subjects, the students conduct experiments in their labs assigned in presence of in-charge facility member and lab-in-charge. Consumable and non-consumable material registers are updated periodically. Dead Stock register is maintained and updated regularly. The classroom boards and furniture facilities are utilized regularly by the students and occasionally by government agencies for conducting exams (SSRB,IGNOU). Students are permitted to utilize sports item only when they show college I-cards to the concerned authority and they must enter details of the material in the register.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

2082

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

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

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

379

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

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

B. 3 of the above

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

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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

B. Any 3 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded

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

5.2.2.1 - Number of outgoing student progression to higher education

12

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

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

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State

government examinations) during the year

0

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

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

0

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

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Students in B.A., B.Sc., B.Com., and B.IT undergraduate programs elect one Student Representative (SR) to express their issues and concerns from time to time so that the same is addressed by the teachers. Because the COVID-19 pandemic made the year 2020 difficult for students and teachers, most classes and activities were held online. The SR's role was also altered rather limited in such a scenario.

Students and teachers were able to communicate through the SRs. The SRs were in charge of inviting students to online groups on

social media for information sharing and coordination. They made sure that their classmates were aware of class schedules and assignments. They occasionally shared student feedback with teachers. The SRs worked on numerous online events from time to time. They ensured that pupils participated in a variety of educational and extracurricular activities. They also guaranteed that all internet activities will be performed with discipline.

SRs worked with professors to ensure that all Covid-19 norms were followed during events where students had to make a required physical appearance in college.

In Covid lockdown times when students were under a lot of stress, to cope with changing technology and changed teaching norms, SRs helped their fellow students by collaborating with teachers and counselling them. They also assisted in motivating their classmates to take part in the Mega immunization drive.

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

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

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

30

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

Under the Societies Registration Act, there is currently no registered Alumni Association of college. The college however has initiated the process, which is in progress. However, it is a little slow due to security concerns and the Covid 19 breakout. The college on the other hand has initiated the formation of an Alumni Association at its end with the name "NOOR" which is a native name for light or enlightenment. Members have been enrolled and rules have been created, and the association's structure has been developed. Former college students and Civil Society members make up the majority of the group. These individuals are invited to attend regular meetings so that their valuable thoughts and opinions can be incorporated for the betterment of the college. Many of them have also been achievers in many different fields. This also provides an inspiration to the students.

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

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision and Mission

The institution's Vision and Mission reflect the distinctive characteristics of the institution. The College caters to the educational, social, cultural and economic needs of the society.

All these characteristics are reflected in its policies. High quality educational programmes and healthy practices are being implemented keeping in mind the policy of uncompromising adherence to the values and principles of inclusion, responsibility and social accountability.

Nature of Governance

The principal serves as the institution's executive head. At the start of each academic year, a faculty-led academic council meets to map out a strategy for addressing the challenges ahead. The Principal and the Advisory Body work together towards the designing and implementation of the institutional quality policy. The various administrative and academic departments of the College are effectively governed through a constitution of mandatory bodies such as IQAC, Staff Council, Time Table Committee, Purchase Committee, Construction and development committee etc. having well-defined roles and principles keeping in sync with the vision and mission of the College. The Principal forms the committees under the convenorship of a teacher with members from teaching staff and non-teaching staff for overall management of the various operations of the college, such as, admission, academic coordination, conduct of examinations, development of infrastructure-facilities, encouraging cultural activities, co-curricular activities, implementation of healthy practices in the campus and inculcation of the spirit of national integrity and social responsibility.

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

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

GDC Pattan follows the practice of decentralization in its true sense in all the three important pillars of the institution, viz. academics, administration and extra-curricular activities. The primary objective of decentralization with regard to any event is to reorient organizational culture, extend opportunities for teachers as well as students to contribute

profoundly, enrich the decision-making process, and nurture greater democratic professionalism, together with proficient event management. All the major stakeholders of the College including The Principal, The Advisory Body, Teaching and Non-Teaching Staff, Parents, Students and Alumni work in a democratic way of governance following the rules of accountability in execution of their duties and responsibilities. The practice of decentralisation and participatory management is reflected in all the activities of the College through a strong and efficient organogram of different Committees which includes the IQAC, the Advisory Council, Student Council, Time Table Committee, Cultural Committee, Sports Committee, NSS Units, Development and Construction Committee etc. College committees serve as advisors and are involved in every decision made at the college. The primary objective of decentralisation with regard to this particular cultural event is to reorient organisational culture, extend opportunities for teachers as well as students to contribute profoundly, enrich the decision-making process, and nurture greater democratic professionalism, together with proficient event management.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institutional perspective plan aligns with the vision and mission of the institution which are the constant driving factors for improving academic quality policies and strategies.

It is effectively deployed to focus on bringing quality improvements in the areas of:

1. Curricular Planning and Implementation
2. Teaching- Learning Processes

4. Academic infrastructural facilities

5. Student Support Activities and Student Progression

6. Internal Quality Assurance System

7. Institutional Values and Best Practices

The college is under the administrative supervision of the State of Jammu and Kashmir's Higher Education Department (HED) and the academic control of the affiliating university of Kashmir. HED and University Of Kashmir send all strategy plans and deployment documents related to administrative and academic affairs, which are published on their separate websites (links attached). For administrative and academic reasons, the college does not have complete academic and administrative autonomy and function under the supervision of the HED and the University of Kashmir.

To implement the strategic plan the college organized and participated in various Sports events, Seminars, Conferences & Workshops like participation in Football Tournament, participation in Cricket Tournament, participation in Badminton Tournament, Celebration of International Women's Day, Environmental Week Celebration, Webinar on COVID-19 etc (List of events attached) to understand perspective of various stake holders and to come up with recommendations thereof.

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

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

The college's organizational structure is clearly established by government regulations. The Organizational Structure of the College consists of the Principal, the College Advisory Committee, the teaching staff, the non-teaching staff and the students. The Advisory Committee of the College is the highest decision-making body which is in constant touch with the Principal on all matters pertaining to the smooth functioning of

the institution.

The Principal is assisted by the Teachers-in-Charge (TIC) of the Departments, the Staff Council (all teaching faculty) and the Non-Teaching Staff which comprises of the Administrative Officer, Section Officers (one for Accounts Office and one for the General Administration), Senior and Junior Office Assistants and manual staff. The TIC oversees the smooth functioning of the department for which meetings are held on a regular basis to discuss issues and concerns relating to curricular and extra-curricular activities.

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

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

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

File Description	Documents
Paste link for additional information	http://gdcpattan.edu.in/Main/Default.aspx#
Link to Organogram of the Institution webpage	http://gdcpattan.edu.in/Files/db6c72f8-0713-491e-a369-bc1c86179e41/Menu/Organogram_f572f63a-a78d-47ef-ae9-8236fedffe30.pdf
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	No File Uploaded

6.3 - Faculty Empowerment Strategies

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

Since ours is a Government college as such there is no dearth of welfare measures for teaching and non teaching staff. Besides UGC recommended salaries for permanent faculty of the college the welfare measures offered by Government for its employees are here under:

1. Leave Benefits (As HED J&K rules)
2. Retirement Benefits (As HED J&K rules)
3. Medical Benefits (As HED J&K rules)
4. Faculty Development Programmes:

Permission is readily granted to teachers for Faculty Enhancement programmes like Refresher Courses/ Orientation Programmes/ Short- Term Courses to the teaching staff for professional development.

5. Support Facilities:

1. Canteen
2. Staff Cafeteria
3. Grievance Redressal cell.
4. Internal Complaints Committee
5. Parking facilities for both teaching and non-teaching staff.

6. Clean drinking water facilities.**6.ICT Facilities:**

1. The College is Wi-Fi enabled.

2. One full-fledged Computer lab and a many Smart Boards are available for both students and faculty.

3. Laptop/Desktop facilities are provided in the library and staff room.

Recreational facilities for Physical and Emotional Wellbeing like staff excursion, separate staff room for both females and males, staff verses staff matches.

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

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

0

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

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

0

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

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

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

12

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

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

The Department of Higher Education takes an annual performance

appraisal of both teaching and non-teaching staff. The same is Submitted to the Principal by each employee who in turn besides agreeing / partially agreeing or disagreeing with the self-declarations has to grade an employee on a scale of four Viz : Average , Satisfactory , Good and Excellent. If Principal appropriates Excellent to an employee then he has to justify same by a write up on the appraisal. After Completing the APR's, Principal dispatches same in a confidential manner to Commissioner Secretary Higher Education Department.

Under Career Advancement Scheme (CAS) UGC has specified API scores for individual teachers to acquire. As such faculty members are encouraged to attend conferences, seminars, paper presentations and take up minor research projects from various funding agencies. For the principal to grade an employee it is important to have feedback from students.

At different times Principal seeks suggestions from staff regarding the measures which need to be taken at college level or at the level of department to bring improvements in higher education system.

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

6.4 - Financial Management and Resource Mobilization

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

Since our college is a Government college and is run on Government funds as such Audits are conducted by various auditing agencies like Departmental Audit by Auditors of Finance Department and Audit by Accountant & Auditor General (AG) of GOI.

Besides Audits conducted by Department from time to time there is a quarterly reconciliation audit by Accountant and Auditor General of India for all Government Payments and Receipts and college procures a No Demand certificate from them which is an indicator of Financial Discipline in the college. (A good number of Receipts attached herewith).We are sharing a copy of list of

defaulting organizations issued by AG in which our college is not present which again is a testimony of our fiscal discipline.

Local Fund Audit of our college was conducted in year 2017 vide Government order no :124-DDAIKof2017 Dated:11-05-2017 and no objections were raised. The said Audit report is shared by concerned Auditors with Department of Higher Education directly and in case any half margins/objections are there same are shared by the Department with the college. Copy of letters of reconciliation from Auditor General of India (AG) since 2014 attached herewith.

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

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

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

0

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

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

Since ours is a Government college as such there is complete funding by the Government for infrastructural development , Maintenance , salaries , Electricity , Materials and Supplies , Equipment's , Office Expenses , Travel Expenses , etc. College submits budget estimates for a particular year online through the platform of BEAMS (Budget Allocation and Maintenance Service) and Director Finance Higher Education after studying

the requirements with concurrence of commissioner secretary releases grants from time to time through BEAMS.

A copy of Budget allocation is attached herewith.

Besides Government funding College mobilizes resources through student fee which constitutes college Local fund and utilizes the same for day to day running of college. Student fee is collected under various heads and utilized thereof.

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

6.5 - Internal Quality Assurance System

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

IQAC has introduced healthy practices for overall academic improvement in the college. Two of such practices are enumerated here under;

PRACTICE-I: MAPPING OF CLASSES ENGAGED BY FACULTY IN A LUCID MANNER

IQAC deliberates on the issue of monitoring of class work by the Principal of the college. Since time table is a detailed document and considering the number of classes going on simultaneously it becomes very difficult to map individual teachers in terms of classes engaged. The IQAC decided an innovative mechanism of time table monitoring by way of keeping a ready reference of each class with the name of corresponding teacher fixed on a small notice board outside each class room.

PRACTICE-II: MAPPING OF QUANTUM OF SYLLABUS TAUGHT BY FACULTY

IQAC deliberated on the issue of monitoring the syllabus taught by a particular teacher and it was decided that each teacher before start of an academic calendar will submit a lecture wise detailed plan of his syllabus in advance to the IQAC. Further each faculty member is supposed to submit a Syllabus completion certificate at the time of closure of a session/semester and the same certificates stand a testimony to academic deliverance by

teachers in a class.

III: Online Teaching, Evaluation and co-cirricular activities.

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

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

IQAC of college is mandated to create a repository /record of all the documentation generated round the year which includes copy of time tables, important student notices , event calendar , sports calendar , publications like prospectus , newsletters and magazines. The college IQAC meets twice in an academic year. Before the onset of academics in the college in a particular year the college IQAC conducts a detailed review of the decisions taken in December meeting wherein the issues faced by the college during academic year are flagged. After understanding the issues of previous year the IQAC strategizes and devises a plan for current academic year in the month of March. The plan includes framing of a detailed academic calendar where time lines are fixed for completion of syllabus and conduct of Internal Assessments. Further a complete review of requirements of laboratories and individual departments and detailed SOPs are framed and forwarded to individual Departments and sections of college. At the end of the session IQAC meets again and analyses as to what has been achieved during the academic year.

Further College plans to have a robust and widely mandated IQAC post NAAC accreditation.

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

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

C. Any 2 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The Institute believes in gender equality quotient and makes effort towards Gender sensitization. An attractive and safe environment for the students, especially female students is focused by the College. The sensitivity towards the female students at this institute is carried as follows:

- 1. Safety and security:** College Women Development/ Anti-Sexual Harassment Cell is led by a senior, female faculty. Various moral and religious lectures, play a pivotal role in controlling any deviant behaviour. In 2020, an Extension Lecture and a Symposium was conducted by Debates and Seminar Committee on "Role of Women in Society". A Gender sensitization course is offered in the college as "Skill Enhancement course". College has a functional Health Facilitation Centre in which all essential first aid facilities are available. College has also installed

- CCTV's cameras to ensure free and safe campus to students.
2. **Counseling:** The faculty counsel students in classes, parks, library, common room to educate about sexual harassment either collectively or individually. For personal hygiene awareness, gynecologists are often invited to interact with female students. There is no scope of ragging in the campus.
 3. **Common Room:** The college has a separate rest room for girls where first aid facility is provided at hand and they can rest there if they have some health issues. There is a separate park for girls to enjoy their free time.

File Description	Documents
Annual gender sensitization action plan	suspended due to covid
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

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

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	View File

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

GDC Pattan believes in reducing the waste generation at the source. We take pride in recording minimal solid and liquid wastes in the campus. In 2020, week long Environment awareness programme was conducted by Department of Environmental science to generate ecological awareness among students.

Solid waste management: For collecting the solid waste from the campus substantial number of dustbins are installed. Most of the waste collected is biodegradable. The minimal non-biodegradable is collected and sent for municipality disposal. The biodegradable portion is dumped in pits for decomposition over time. Fallen dry leaves, dry flowers were collected and dumped to decompose for manure. The use of disposable items is strictly prohibited. The canteen is encouraged to serve healthy food items like fruits, snacks and boiled eggs so as to reduce the generation of polyethene wrappers.

Liquid waste: All the liquid waste from washrooms is collected into soakage pits through systematic drainage. Zero percent leakage of waste water is ensured.

E- Waste management: The college has minimum e-waste. The waste if any is sold to vendors for recycling. Use of plastics and polyethene is banned in the college.

Hazardous chemical and radioactive waste management: No hazardous waste is generated in the campus. Use of chemicals is controlled and under professional supervision in the labs. The liquid waste is connected to the main sewers for proper disposal. The glass waste if ever generated is safely disposed off in pits and then covered by soil.

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

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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

C. Any 2 of the above

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

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	View File

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

E. None of the above

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

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

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

B. Any 3 of the above

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

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

GDC Pattan provides an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities. Different sports and cultural activities organized inside the college promote harmony towards each other. Commemorative days like Women's Day, Yoga Day, Constitution Day, Republic Day, Azadi ka Amrut Mahotsav, also promote tolerance and harmony. Institute has code of ethics for students and a separate code of ethics for employees which have to be followed by each one of them irrespective of their cultural, regional, linguistic, communal, socio-economic and other diversities. In 2020, Yoga Day was celebrated and a webinar was conducted by NSS unit on the event. Celebrations of Abhiyaan Diwas and Gandhi Jayanti were conducted by NSS Unit in an online mode. Constitutional Day was also celebrated in the College.

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

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

India, as a country, includes individuals with different backgrounds viz., cultural, social, economic, linguistic, and ethnic diversities governed and guided by the Constitution irrespective of caste, religion, race. GDC Pattan sensitizes the students and the employees of the institution to the constitutional obligations about values, rights, duties, and responsibilities of citizens which enables them to conduct as a responsible citizen. To equip students with the knowledge, skill, and values that are necessary for sustaining one's balance between a livelihood and life by providing an effective, supportive, safe, accessible, and affordable learning environment. These elements are inculcated in the value system of the college community. The students are inspired by participating in various programs on culture, traditions, values, duties, and responsibilities by inviting prominent people. The college conducted awareness programs on the ban on plastics, cleanliness, Swachh Bharat, etc. involving students. Some of the regularly conducted activities are, Anti Ragging Committee/Squad, tree plantation, blood donations drives, etc. Also, as mandated by various statutes and laws, there are various other committees like Library Committee, Grievance Redressal Committee. Further, being an academic institute our main focus is on sensitizing our students to become mature and responsible citizens of India. Our course curriculum compulsorily includes courses in Arts, Humanities and Social Sciences, Business Finance, Commerce, Science, Mathematics & Ethics and they have to participate in various social awareness programmes which is also a compulsory course as part of their curriculum.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

D. Any 1 of the above

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

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

GDC Pattan celebrates national commemorative days like Republic Day, Independence Day, Gandhi Jayanti, Constitution Day etc with full enthusiasm every year. Students take an active part in organising the Independence Day and Republic Day celebrations. On Independence and Republic Day, national flag is hoisted with full honour and the national anthem is sung by all the attendees. Due to the Covid pandemic, the College was closed for students. However, still, efforts have been made to conduct various important events either through online or on virtual

mode. GDC Pattan takes pride in organising all the important national events irrespective of any bias towards caste, creed or religion.

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

7.2 - Best Practices

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

Sustainability and environmental consciousness: College has well maintained lawns and the botany department of the college looks after the greenery in college. The institute is also shifting to "No- paper" institute as most of the college communication is through emails and WhatsApp. The college has an official WhatsApp group to communicate with the staff. LEDs have been installed to bring austerity in the electricity use. College also takes various steps to make students sensitive towards environment. Every year college celebrates Environment week to educate students about climate change and various kinds of environmental pollution.

Community Outreach Programme: Adoption of orphanage at Singhpura Pattan for the betterment of health and hygienic condition of the students. **GOAL:** Objective of the practice was to aware the people specifically the children of the village about healthy living, who could be the future students of the college. Another goal was to expose the students of orphanage to college environment and other high-tech resources so as to inspire them to achieve good academic grades with all-round development of the child. In addition, to this college also had an aim to shoulder the social responsibility.

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

7.3 - Institutional Distinctiveness

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

GDC Pattan constantly strives for the empowerment and safety of women. We remain committed to the greater participation of women in the furthering of the national goals. The women's education needs are aimed at seeking a strong and all round development of a creative thinker with global skills, entrepreneurship, professional and statesmanship qualities. Ever since its inception, the college has been a flag bearer towards empowering women for a better and brighter future. The enrolment of girl students in various courses of the college has seen a steady increase. Girl students have always been at fore in representing the college. A host of measure including a separate lawn for girls, a separate staircase for easy commutation, separate restrooms, availability of sanitary napkins, installation of complaint boxes and close circuit cameras etc have been taken to make their stay comfortable. In addition to that, the college has a separate committee for Redressal of Gender Issues in place which takes disciplinary action against complaints if any. The policy of the institution emphasizes to lay more stress upon the needs of girl students so that they are encouraged to continue their studies. Girls are encouraged to participate actively in all the curricular and co-curricular activities. They are given chances to represent the college in various inter-college activities held across the valley. As a result of the relentless efforts of the college towards making the campus friendly for girl students, the current enrolment of girls exceeds that of the boys.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Govt. Degree College, Pattan is affiliated to the University of Kashmir. It offers graduation in B.A., B.Sc., B.Com and B.Sc.IT programmes. The academic calendar is prepared by the affiliating university in which admission date, semester duration, commencement and conclusion of the semesters is well specified. The Staff Council in coordination with admission, time table and disciplinary committees of the college and individual departments provide the guidelines and regularly monitors the effectiveness of the academic curriculum round the year and revises the progress through periodic meetings of the Principal, faculty and the committees. The college has mentoring committees at the college and departmental level for the newly introduced Choice Based Credit System (CBCS) for the learners in which the delivery of CBCS is well caliberated. The faculty members are encouraged to update their knowledge through orientation/referresher courses, workshops, seminars, etc. Attendance registers are well maintained and all the internal examinations are held as per schedule. Conventional classroom teaching is complemented with ICT and also with practical exposure through field trips, industrial tours, extension lectures so as to develop observational skills of the learners. Skill development courses are offered to the learners and laboratories are upgraded to enhance their skills.

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

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

The institute has developed a structured and documented process for implementing the curriculum. It is as follows:

- To ensure proper documentation of academic deliverance all the faculty members prepare and submit a lecture breakup of the syllabus to IQAC. Further, syllabus completion certificates are also obtained on monthly basis. Internal examination is scheduled which is conducted through continuous assessment, periodic tests, assignments, etc. Slow learners are identified and special remedial classes are arranged through mentorship programmes. The academic calendar is prepared well in advance and is displayed on college website, on different whatsapp groups of the students, telegram channel of the college, etc.
- Before the declaration of the final result an evaluation status of the results is uploaded on the University Website for the information of the students so that any discrepancy can be rectified well in time.
- Faculty members revise the COs of their courses, and prepare/update their lecture materials. The syllabus is enriched by adding contents beyond syllabus, to ensure achievement of the COs. Faculty members also prepare assignments and case studies in advance.
- IQAC periodically monitors progress of the lab sessions, etc. and collects Course Completion Certificate from all the departments.

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

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

B. Any 3 of the above

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

1.2 - Academic Flexibility

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

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

4

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

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

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

0

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

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

00

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

0

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

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

The college believes in and integrates cross cutting issues with the curriculum that would create positive effect on the learner in terms of their education and societal obligation. The college has courses like gender sensitization, environment studies, disaster management, human values.

In gender sensitization the Learners are sensitized to basic sociological, psychological and legal aspects of gender; and effectiveness of this course is supplemented through discussions of resources derived from research, everyday life and literature etc.

An environmental study is another compulsory course that creates awareness among learners about various pressing environmental issues. Disaster Management course helps to improve the capacity of managing the disasters by organizing the practical session like mock drills for firefighting, earthquake management, first aid, relief and rescue operation.

Moreover, the college has also adopted a village 'MIR JAMAL' wherein the learners take various roles of awaring the masses about health issues, education of women, plantation and cleanliness etc. The College has also adopted Girl's Orphanage, Darul Muhsinaat to help the inmates especially interms of their education. The college through NSS volunteers organizes fund raising initiatives for providing the basic necessities to orphan girls like uniforms, books, stationary, hygiene kits etc, which help them to imbibe the moral, social and ethical values.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

4

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

20

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

1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	C. Any 2 of the above
File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	No File Uploaded
1.4.2 - Feedback process of the Institution may be classified as follows	C. Feedback collected and analyzed
File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of sanctioned seats during the year	
560	
File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST,	

OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

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

131

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

2.2 - Catering to Student Diversity

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

From the academic year 2020-21, a new scheme is adopted for the slow and advanced learners. The faculty of the college conducted "student induction" programme to identify advanced and slow learners. Through this event students are introduced with teaching-learning and evaluation program, college discipline, various academic and other scheme. Class-room discussion, question and answer method, by considering their subject knowledge and academic performance of the students are used to identify the slow and advanced learners. The institution also organizes zero period/extra classes for slow learners. The facilities in the college and the scope of the subjects being learnt are introduced in these sessions. To monitor the future progress of the students sessions are also organized to inculcate positive attitude and competitive spirit. Coaching is also given in Skill Development Programme like Communicative English, Aptitude and Placement. Advanced learners are provided with additional learning and reference material and encouraged to enroll in MOOC Courses - Swayam, EdX. Special care is taken of the academic weak students by conducting remedial coaching to enhance their self-confidence and to reduce their drop out ratio.

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

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

Number of Students	Number of Teachers
1597	18

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

For effective learning, the faculty of the College develops student-specific, contextual and innovative teaching methodologies using ICT that provides the help and complementary supports for both teachers and students. Some of the methodologies and exercises like Seminars, problem-solving sessions, power point presentations, net based assignments, group discussions, group assignments, quizzes and mini projects are used to make the teaching learning effective at the college.

Experimental Learning: To promote interdisciplinary learning, civic engagement, career development, cultural awareness, leadership, and other professional and intellectual skills in the students, well-planned, supervised and assessed experimental learning programs are organized by the college faculty.

Participative Learning: Advanced learners are encouraged through presentation of assignments, discussion and debate in classrooms and in Association meetings by the faculty of the college. Slow learners are given complete tasks such as reading, problem solving, and analysis of the experiment to enhance their learning process and maximize their abilities.

Problem Solving Methodologies: Problem based projects are designed and allotted to the students to enhance their problem solving abilities. Problem solving sessions and additional tutorials are conducted for Mathematics, Physics, English, etc.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	www.gdcpattan.com

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

The faculty of the college institution use various ICT enabled tools like Google Classroom, ZOOM app, WISE app etc. to make the learning process more fulfilling and meaningful. It also helps teachers to design their lesson plans in an effective, creative and interesting approach that would result in students' active learning. Experiments through simulations are conducted in Science Labs. The power point presentations are designed with animations and simulations to present the topic in a very innovative and creative way that will lead into discussion and exchanging ideas and thoughts. Students are encouraged to take part in open discussion and problem-solving activities through online learning platforms.

ICT Tools and Infrastructure facilities: Online teaching learning process through the use of Projectors, Desktop and Laptops, Printers, Photocopier machines and Scanners is performed. All the science departments of the college are provided with Smart boards (53 INCH) to make the smart classrooms as an additional infrastructure facilities available for smooth conduction of curriculum delivery through online platforms.

For Online access of E-Books, E-Journals, notes, handouts and PPTs for students Library provides Digital Repositories called DSPACE and Lib SPACE. Online classes are conducted through Google Meet and Zoom and study materials, assignments and tasks are assigned through Google Classroom.

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

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)**2.3.3.1 - Number of mentors**

37

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

2.4 - Teacher Profile and Quality**2.4.1 - Number of full time teachers against sanctioned posts during the year**

18

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

5

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	No File Uploaded

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

2.4.3.1 - Total experience of full-time teachers

30

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

2.5 - Evaluation Process and Reforms

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

There is a set schedule for the internal assessment tests and are in alignment with the Institution academic calendar which is in adherence with the University Academic schedule. Syllabus completion is scheduled so as to satisfy the norms laid down by the University. The internal and external Assessment Tests are conducted during every semester within the span of three months to assess and evaluate the understanding capability of the students and to improve their performance based on their outcomes attainment.

Internal Assessment Tests both theory and Practical (in case of Science subjects) are conducted during every semester within the span of three months to assess and evaluate the understanding capability of the students and to improve their performance based on their outcomes attainment.

. A special University preparatory schedule is arranged for the students to make themselves well prepared for attending

the University Theory examinations confidently.

The schedule of these tests are published in the college website and other social media platforms well in advance so that students are aware of the schedule and start preparing for the examinations meticulously.

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

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

The Internal Examination is conducted twice in an academic year, and once for each semester. Tutorial classes assisted with various other activities like group discussions, power point presentations, guest lectures, Edusat lectures, Assignments, quizzes etc. are corroborated for maintaining the quality of teaching and also completing the assigned topics within timeframe. The College has a separate grievance cell. The students facing any problem with the examination related matter are directed and personally assisted by the staff. For smooth conduct of University theory examination, an internal squad comprising of senior faculty members is appointed. Surprise tests/ class tests are conducted after completion of every unit. The students are provided with the scripts so that they can self-assess their performance. Such practices also help teachers to identify the learning capability of students. Continuous assessment in the form of presentations, assignments, solving previous year question papers, objective types question solving within time frame also help students to stay actively engaged with the curriculum, self-assessment, positive critique and collaborative and participative learning. Practicals are also done on daily bases. Every experiment is executed and evaluated based on experiments prescribed by university. The students are actively engaged in co-curricular and extra-curricular activities. Before the declaration of final result, evaluation status is uploaded on the university website to clear the discrepancies, if any.

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

2.6 - Student Performance and Learning Outcomes

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

The institution offers 10 subjects in Social Sciences and 5 subjects in Science apart from Commerce stream at the under graduate level. The subject combination of the programmes about all the courses running in the institution, program specific outcomes and course outcomes are mentioned in the prospectus and are also uploaded on the college website/ telegram channel for ready reference. Time table is pasted on all notice boards and uploaded on the college website/telegram channel for wider information of students. Academic calendar for each session is printed on the prospectus and uploaded on the college website/ telegram channel. Lecture plan prepared by all departments is updated at the beginning of each semester according to the changes in syllabus if any. The prospectus also outlines the college activities and college sports calendar with specific dates mentioned against each event to be conducted in that academic session. Study materials of many courses are uploaded at the college website by the respective departments for easy accessibility. The faculty take feedback on the courses that need to be improved from the online 'Student Satisfaction Survey' on the website. This helps to make changes and improve the overall teaching learning and evaluation.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	View File

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

The institution follows two major methods of evaluation: external and internal process of evaluation. The Attainment of program outcomes, program specific outcomes and course outcomes evaluated via internal examination by the subject teachers and via external examination by the University itself. The internal evaluation system is direct student-teacher learning system where teacher assign assignments, surprise class test, project works, field work (for social science students), laboratory work (for science students), class presentation and quizzes so on to be evaluated in the classroom. All these are part of program improvement scheme. The external evaluation system is the end term examination with both multiple choice for even semester classes and subjective questions for odd semester classes to be evaluated by an external faculty assigned by the affiliating university. The College has a Counselling Committee, consisting of many faculty members, who help the students at the time of admission in choosing subjects by giving them awareness about the scope of different disciplines in order to choose a path of their choice and be clear about their goals in life. In order to improve the quality of the institution and to keep a track of the lectures being taught in classroom the teachers mark the lecture number in their attendance register to make sure that the syllabus is completed on time.

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

2.6.3 - Pass percentage of Students during the year

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

319

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

www.gdcpattan.com

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

5.99

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

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

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

1

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

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

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

11

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

3.2 - Research Publications and Awards

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

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

0

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	No File Uploaded

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

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

0

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	No File Uploaded

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The Govt. Degree college, Pattan has conducted extension activities in the adjacent locality during March-April, 2020, adopted the villages and some weaker sections of the society. The main objective of such activities is to connect our institution with the society which in turn will help our students to broaden their outlook with regard to their society and develop sense of social work among them. Moreover, such activities also help in inculcating good moral behaviour and sense of belongingness among the students. Due to Covid-19 pandemic many activities which were scheduled for the year could not be conducted. However, an important task that was taken up by the NSS unit of the college was the adoption of Darul Muhsinaat Girls orphanage located in the neighbourhood of the college. The NSS volunteers educated the inmates about health and hygiene and also about the preventive measures to be taken in order to combat the pandemic. Moreover, sanitizers, masks, woolen clothes and study material etc, were distributed among the girls of the orphanage out of the donation collected by the NSS volunteers themselves. The activities were conducted under the aegis of the program 'Let's Reach Out'.

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

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

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

0

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

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

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

18

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

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

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

187

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

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

yes

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

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

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

3

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching-learning. viz., classrooms, laboratories, computing equipment etc.

The college ensures adequate availability and optimal utilization of physical infrastructure in order to create an environment of excellence in education through technologically innovative educational tools. At the beginning of the academic year need assessment for replacement /up-gradation/addition of the existing infrastructure is carried out based on the suggestions from Heads of the departments and the Advisory Committee/College Development Committee after reviewing course requirements, computer-student ratio, working condition of the existing equipment. The Time Table committee plans ahead for all requirements regarding the availability of class rooms/labs classrooms, laboratories, furniture and other equipment's.

The college ensures optimal utilization of the resources by encouraging innovative teaching learning practices like use of power point presentations, LCD Projectors, Interactive Flat Panels etc. Regular workshops/awareness programs/training programs are conducted for optimal deployment of infrastructure and utilization of modern technology. The available physical infrastructure is optimally utilized beyond regular college hours, to conduct co-curricular activities/extra-curricular activities, Sports Training classes etc. The college has upgraded IT infrastructure in view of the recent NAAC visit to meet the teaching - learning requirements by installing 10 Interactive Flat Panels in the Classrooms, Labs and Conference Hall.

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

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

The overall development of students is the prime motto of the college. Our college Shows equal amount of interest and provides an environment to its students where they are encouraged to indulge in sports and extra-curricular activities along with academics. Students are trained under the guidance of qualified Physical Training Instructor. For various games students are selected through selection trials. They are trained and encouraged to participate in various Levels of competition including intramural, interuniversity events, national events. All the participants are awarded with participation certificates. Winner and runner-up teams are awarded with medals and certificates.

Cultural activities are conducted in the lawns under tents when there is pleasant weather, otherwise held in the college Browsing Centre which serves as a multi-purpose hall. The college organizes events related to NSS with which we promote National integration and sense of social responsibility, inculcation of discipline, dignity of labour and help the students to develop in total personality. We have about 250 students NSS volunteers. The students are encouraged to actively participate and showcase their talent and skills in various activities like debate, painting, drama, photography etc. The activities contribute to bring out talent among students, which helps to build their overall personality and developing communication skills, leadership skills and team working skills.

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

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

11

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

11

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

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

3439664

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

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

The library is fully automated as the library is subscribed to SOUL 2.0. Library utilizes the services of three computer systems for the purpose of providing various services viz, one Server for updating collection and student records, one system for circulation and one for OPAC access. All the

collection of the library has been updated on the software. In addition to this, the student details are updated on regular basis. The circulation of books is carried through the software. Furthermore, student friendly Kiosk system is connected through LAN for online access through OPAC for the students to have instant access to library collection as well as to their individual accounts. The library is planning to upgrade the SOUL 2.0 to the latest version SOUL 3.0 in near future.

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

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

B. Any 3 of the above

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

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

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

699754

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

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

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

100

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

Our aim is to provide latest facilities to the students so that they can utilize these resources to reach greater heights through our regular upgrades and updates in IT facilities. The entire campus of the Institution is Wi-Fi enabled with high speed internet connectivity which enables students and faculty to access the internet anywhere in the college. This facility is provided by Jio. The Institution encourages faculty to utilize ICT facilities for an effective teaching learning process. CCTV cameras are installed at most sensitive places to monitor the activities of the students. Labs have been equipped with smart boards and LCD projectors. The institution updates its website regularly The college is facilitated with 28 computers in computer lab. These computers are accessible to the students as well as the teachers for academic and co-curricular activities. Printers are available in office, examination section, admission section and reprographic facility is also available in the college library. For instantaneous communication between faculties, we have created a whatsApp group namely "GDC

Pattan Official" and for students college operates Telegram channel as well. The college upgraded IT infrastructure in view of the recent NAAC visit to meet the teaching - learning requirements by installing 10 Interactive Flat Panels in the Classrooms, Labs and Conference Hall . Also upgraded our old broadband connections to BSNL fiber service thereby increasing the internet bandwidth upto 100Mbps. The service is available to the students as well as faculty in the college browsing centre and college library and computer lab.

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

4.3.2 - Number of Computers

46

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

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

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

7372252

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

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

Lab audit is conducted together by all faculty members, requirement list, and defective item list is prepared. Requirement list is forwarded to the Principal for approval. The mode of procurement is mostly online through GeM portal. Received items are checked, tested and then entered in the stock register and bill is recommended for payment. College development committee visits all class rooms, prepares a list of damaged items, additional items for up-gradation. Concerned faculty recommends books to be procured in their respective subjects. All recommendation is routed through the Principal to the library department and purchased after following all official guidelines.

List of the required items is prepared by the sports department on yearly basis and forwarded to the Principal for approval. Received items are entered in the stock register after verification of the invoice with material supplied.

Utilization: Time table committee frames table for lab course subjects, the students conduct experiments in their labs assigned in presence of in-charge facility member and lab-in-charge. Consumable and non-consumable material registers are updated periodically. Dead Stock register is maintained and updated regularly. The classroom boards and furniture facilities are utilized regularly by the students and occasionally by government agencies for conducting exams (SSRB, IGNOU). Students are permitted to utilize sports item only when they show college I-cards to the concerned authority and they must enter details of the material in the register.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

2082

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

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

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

379

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	B. 3 of the above
File Description	Documents
Link to institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
0	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
0	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The Institution has a transparent mechanism for timely redressal of student	B. Any 3 of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded

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

5.2.2.1 - Number of outgoing student progression to higher education

12

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

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

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

0

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

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

0

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

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Students in B.A., B.Sc., B.Com., and B.IT undergraduate programs elect one Student Representative (SR) to express their issues and concerns from time to time so that the same is addressed by the teachers. Because the COVID-19 pandemic made the year 2020 difficult for students and teachers, most classes and activities were held online. The SR's role was also altered rather limited in such a scenario.

Students and teachers were able to communicate through the SRs. The SRs were in charge of inviting students to online groups on social media for information sharing and coordination. They made sure that their classmates were aware of class schedules and assignments. They occasionally shared student feedback with teachers. The SRs worked on numerous online events from time to time. They ensured that pupils participated in a variety of educational and extracurricular activities. They also guaranteed that all internet activities will be performed with discipline.

SRs worked with professors to ensure that all Covid-19 norms were followed during events where students had to make a required physical appearance in college.

In Covid lockdown times when students were under a lot of stress, to cope with changing technology and changed teaching norms, SRs helped their fellow students by collaborating with teachers and counselling them. They also assisted in motivating their classmates to take part in the Mega immunization drive.

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

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

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

30

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

Under the Societies Registration Act, there is currently no registered Alumni Association of college. The college however has initiated the process, which is in progress. However, it is a little slow due to security concerns and the Covid 19 breakout. The college on the other hand has initiated the formation of an Alumni Association at its end with the name "NOOR" which is a native name for light or enlightenment. Members have been enrolled and rules have been created, and the association's structure has been developed. Former college students and Civil Society members make up the majority of the group. These individuals are invited to attend regular meetings so that their valuable thoughts and opinions can be incorporated for the betterment of the college. Many of them have also been achievers in many different fields. This also provides an inspiration to the students.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs
File Description	Documents
Upload any additional information	No File Uploaded
GOVERNANCE, LEADERSHIP AND MANAGEMENT	
6.1 - Institutional Vision and Leadership	
6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution	
<p>Vision and Mission</p> <p>The institution's Vision and Mission reflect the distinctive characteristics of the institution. The College caters to the educational, social, cultural and economic needs of the society. All these characteristics are reflected in its policies. High quality educational programmes and healthy practices are being implemented keeping in mind the policy of uncompromising adherence to the values and principles of inclusion, responsibility and social accountability.</p> <p>Nature of Governance</p> <p>The principal serves as the institution's executive head. At the start of each academic year, a faculty-led academic council meets to map out a strategy for addressing the challenges ahead. The Principal and the Advisory Body work together towards the designing and implementation of the institutional quality policy. The various administrative and academic departments of the College are effectively governed through a constitution of mandatory bodies such as IQAC, Staff Council, Time Table Committee, Purchase Committee, Construction and development committee etc. having well-defined roles and principles keeping in sync with the vision and mission of the College. The Principal forms the committees under the convenorship of a teacher with members from teaching staff and non-teaching staff for overall management of the various operations of the college, such as, admission, academic coordination, conduct of examinations, development of infrastructure-facilities, encouraging cultural activities, co-curricular activities, implementation</p>	

of healthy practices in the campus and inculcation of the spirit of national integrity and social responsibility.

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

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

GDC Pattan follows the practice of decentralization in its true sense in all the three important pillars of the institution, viz. academics, administration and extra-curricular activities. The primary objective of decentralization with regard to any event is to reorient organizational culture, extend opportunities for teachers as well as students to contribute profoundly, enrich the decision-making process, and nurture greater democratic professionalism, together with proficient event management. All the major stakeholders of the College including The Principal, The Advisory Body, Teaching and Non-Teaching Staff, Parents, Students and Alumni work in a democratic way of governance following the rules of accountability in execution of their duties and responsibilities. The practice of decentralisation and participatory management is reflected in all the activities of the College through a strong and efficient organogram of different Committees which includes the IQAC, the Advisory Council, Student Council, Time Table Committee, Cultural Committee, Sports Committee, NSS Units, Development and Construction Committee etc. College committees serve as advisors and are involved in every decision made at the college. The primary objective of decentralisation with regard to this particular cultural event is to reorient organisational culture, extend opportunities for teachers as well as students to contribute profoundly, enrich the decision-making process, and nurture greater democratic professionalism, together with proficient event management.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institutional perspective plan aligns with the vision and mission of the institution which are the constant driving factors for improving academic quality policies and strategies.

It is effectively deployed to focus on bringing quality improvements in the areas of:

1. Curricular Planning and Implementation
2. Teaching- Learning Processes
4. Academic infrastructural facilities
5. Student Support Activities and Student Progression
6. Internal Quality Assurance System
7. Institutional Values and Best Practices

The college is under the administrative supervision of the State of Jammu and Kashmir's Higher Education Department (HED) and the academic control of the affiliating university of Kashmir. HED and University Of Kashmir send all strategy plans and deployment documents related to administrative and academic affairs, which are published on their separate websites (links attached). For administrative and academic reasons, the college does not have complete academic and administrative autonomy and function under the supervision of the HED and the University of Kashmir.

To implement the strategic plan the college organized and participated in various Sports events, Seminars, Conferences & Workshops like participation in Football Tournament, participation in Cricket Tournament, participation in

Badminton Tournament, Celebration of International Women's Day, Environmental Week Celebration, Webinar on COVID-19 etc (List of events attached) to understand perspective of various stake holders and to come up with recommendations thereof.

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

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

The college's organizational structure is clearly established by government regulations. The Organizational Structure of the College consists of the Principal, the College Advisory Committee, the teaching staff, the non-teaching staff and the students. The Advisory Committee of the College is the highest decision-making body which is in constant touch with the Principal on all matters pertaining to the smooth functioning of the institution.

The Principal is assisted by the Teachers-in-Charge (TIC) of the Departments, the Staff Council (all teaching faculty) and the Non-Teaching Staff which comprises of the Administrative Officer, Section Officers (one for Accounts Office and one for the General Administration), Senior and Junior Office Assistants and manual staff. The TIC oversees the smooth functioning of the department for which meetings are held on a regular basis to discuss issues and concerns relating to curricular and extra-curricular activities.

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

Various committees are constituted for the planning, preparation and execution of academic, administrative and

extra-curricular purposes.

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

File Description	Documents
Paste link for additional information	http://gdcpattan.edu.in/Main/Default.aspx#
Link to Organogram of the Institution webpage	http://gdcpattan.edu.in/Files/db6c72f8-0713-491e-a369-bc1c86179e41/Menu/Organogram_f572f63a-a78d-47ef-ae9-8236fedffe30.pdf
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	No File Uploaded

6.3 - Faculty Empowerment Strategies

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

Since ours is a Government college as such there is no dearth of welfare measures for teaching and non teaching staff. Besides UGC recommended salaries for permanent faculty of the

college the welfare measures offered by Government for its employees are here under:

1. Leave Benefits (As HED J&K rules)
2. Retirement Benefits (As HED J&K rules)
3. Medical Benefits (As HED J&K rules)
4. Faculty Development Programmes:

Permission is readily granted to teachers for Faculty Enhancement programmes like Refresher Courses/ Orientation Programmes/ Short- Term Courses to the teaching staff for professional development.

5. Support Facilities:

1. Canteen
2. Staff Cafeteria
3. Grievance Redressal cell.
4. Internal Complaints Committee
5. Parking facilities for both teaching and non-teaching staff.
6. Clean drinking water facilities.

6. ICT Facilities:

1. The College is Wi-Fi enabled.
2. One full-fledged Computer lab and a many Smart Boards are available for both students and faculty.
3. Laptop/Desktop facilities are provided in the library and staff room.

Recreational facilities for Physical and Emotional Wellbeing like staff excursion, separate staff room for both females and males, staff verses staff matches.

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

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

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

0

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

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

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

0

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

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

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

12

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

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

The Department of Higher Education takes an annual performance appraisal of both teaching and non-teaching staff. The same is Submitted to the Principal by each

employee who in turn besides agreeing / partially agreeing or disagreeing with the self-declarations has to grade an employee on a scale of four Viz : Average , Satisfactory , Good and Excellent. If Principal appropriates Excellent to an employee then he has to justify same by a write up on the appraisal. After Completing the APR's, Principal dispatches same in a confidential manner to Commissioner Secretary Higher Education Department.

Under Career Advancement Scheme (CAS) UGC has specified API scores for individual teachers to acquire. As such faculty members are encouraged to attend conferences, seminars, paper presentations and take up minor research projects from various funding agencies. For the principal to grade an employee it is important to have feedback from students.

At different times Principal seeks suggestions from staff regarding the measures which need to be taken at college level or at the level of department to bring improvements in higher education system.

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

6.4 - Financial Management and Resource Mobilization

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

Since our college is a Government college and is run on Government funds as such Audits are conducted by various auditing agencies like Departmental Audit by Auditors of Finance Department and Audit by Accountant & Auditor General (AG) of GOI.

Besides Audits conducted by Department from time to time there is a quarterly reconciliation audit by Accountant and Auditor General of India for all Government Payments and Receipts and college procures a No Demand certificate from them which is an indicator of Financial Discipline in the college. (A good number of Receipts attached herewith).We are sharing a copy of list of defaulting organizations issued by

AG in which our college is not present which again is a testimony of our fiscal discipline.

Local Fund Audit of our college was conducted in year 2017 vide Government order no :124-DDAIKof2017 Dated:11-05-2017 and no objections were raised. The said Audit report is shared by concerned Auditors with Department of Higher Education directly and in case any half margins/objections are there same are shared by the Department with the college. Copy of letters of reconciliation from Auditor General of India (AG) since 2014 attached herewith.

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

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

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

0

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

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

Since ours is a Government college as such there is complete funding by the Government for infrastructural development , Maintenance , salaries , Electricity , Materials and Supplies , Equipment's , Office Expenses , Travel Expenses , etc. College submits budget estimates for a particular year online

through the platform of BEAMS (Budget Allocation and Maintenance Service) and Director Finance Higher Education after studying the requirements with concurrence of commissioner secretary releases grants from time to time through BEAMS.

A copy of Budget allocation is attached herewith.

Besides Government funding College mobilizes resources through student fee which constitutes college Local fund and utilizes the same for day to day running of college. Student fee is collected under various heads and utilized thereof.

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

6.5 - Internal Quality Assurance System

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

IQAC has introduced healthy practices for overall academic improvement in the college. Two of such practices are enumerated here under;

PRACTICE-I: MAPPING OF CLASSES ENGAGED BY FACULTY IN A LUCID MANNER

IQAC deliberates on the issue of monitoring of class work by the Principal of the college. Since time table is a detailed document and considering the number of classes going on simultaneously it becomes very difficult to map individual teachers in terms of classes engaged. The IQAC decided an innovative mechanism of time table monitoring by way of keeping a ready reference of each class with the name of corresponding teacher fixed on a small notice board outside each class room.

PRACTICE-II: MAPPING OF QUANTUM OF SYLLABUS TAUGHT BY FACULTY

IQAC deliberated on the issue of monitoring the syllabus taught by a particular teacher and it was decided that each teacher before start of an academic calendar will submit a

lecture wise detailed plan of his syllabus in advance to the IQAC. Further each faculty member is supposed to submit a Syllabus completion certificate at the time of closure of a session/semester and the same certificates stand a testimony to academic deliverance by teachers in a class.

III: Online Teaching, Evaluation and co-cirricular activities.

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

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

IQAC of college is mandated to create a repository /record of all the documentation generated round the year which includes copy of time tables, important student notices , event calendar , sports calendar , publications like prospectus , newsletters and magazines. The college IQAC meets twice in an academic year. Before the onset of academics in the college in a particular year the college IQAC conducts a detailed review of the decisions taken in December meeting wherein the issues faced by the college during academic year are flagged. After understanding the issues of previous year the IQAC strategizes and devises a plan for current academic year in the month of March. The plan includes framing of a detailed academic calendar where time lines are fixed for completion of syllabus and conduct of Internal Assessments. Further a complete review of requirements of laboratories and individual departments and detailed SOPs are framed and forwarded to individual Departments and sections of college. At the end of the session IQAC meets again and analyses as to what has been achieved during the academic year.

Further College plans to have a robust and widely mandated IQAC post NAAC accreditation.

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

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

C. Any 2 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The Institute believes in gender equality quotient and makes effort towards Gender sensitization. An attractive and safe environment for the students, especially female students is focused by the College. The sensitivity towards the female students at this institute is carried as follows:

1. **Safety and security:** College Women Development/ Anti-Sexual Harassment Cell is led by a senior, female

faculty. Various moral and religious lectures, play a pivotal role in controlling any deviant behaviour. In 2020, an Extension Lecture and a Symposium was conducted by Debates and Seminar Committee on "Role of Women in Society". A Gender sensitization course is offered in the college as "Skill Enhancement course". College has a functional Health Facilitation Centre in which all essential first aid facilities are available. College has also installed CCTV's cameras to ensure free and safe campus to students.

2. Counseling: The faculty counsel students in classes, parks, library, common room to educate about sexual harassment either collectively or individually. For personal hygiene awareness, gynecologists are often invited to interact with female students. There is no scope of ragging in the campus.
3. Common Room: The college has a separate rest room for girls where first aid facility is provided at hand and they can rest there if they have some health issues. There is a separate park for girls to enjoy their free time.

File Description	Documents
Annual gender sensitization action plan	suspended due to covid
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

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

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	View File

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

GDC Pattan believes in reducing the waste generation at the source. We take pride in recording minimal solid and liquid wastes in the campus. In 2020, week long Environment awareness programme was conducted by Department of Environmental science to generate ecological awareness among students.

Solid waste management: For collecting the solid waste from the campus substantial number of dustbins are installed. Most of the waste collected is biodegradable. The minimal non-biodegradable is collected and sent for municipality disposal. The biodegradable portion is dumped in pits for decomposition over time. Fallen dry leaves, dry flowers were collected and dumped to decompose for manure. The use of disposable items is strictly prohibited. The canteen is encouraged to serve healthy food items like fruits, snacks and boiled eggs so as to reduce the generation of polyethene wrappers.

Liquid waste: All the liquid waste from washrooms is collected into soakage pits through systematic drainage. Zero percent leakage of waste water is ensured.

E- Waste management: The college has minimum e-waste. The waste if any is sold to vendors for recycling. Use of plastics and polyethene is banned in the college.

Hazardous chemical and radioactive waste management: No hazardous waste is generated in the campus. Use of chemicals is controlled and under professional supervision in the labs. The liquid waste is connected to the main sewers for proper disposal. The glass waste if ever generated is safely disposed off in pits and then covered by soil.

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

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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

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

C. Any 2 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	View File

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

<p>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities</p>	<p>E. None of the above</p>										
<table border="1"> <thead> <tr> <th data-bbox="134 521 555 589">File Description</th> <th data-bbox="555 521 1398 589">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="134 589 555 723">Reports on environment and energy audits submitted by the auditing agency</td> <td data-bbox="555 589 1398 723">No File Uploaded</td> </tr> <tr> <td data-bbox="134 723 555 835">Certification by the auditing agency</td> <td data-bbox="555 723 1398 835">No File Uploaded</td> </tr> <tr> <td data-bbox="134 835 555 936">Certificates of the awards received</td> <td data-bbox="555 835 1398 936">No File Uploaded</td> </tr> <tr> <td data-bbox="134 936 555 1037">Any other relevant information</td> <td data-bbox="555 936 1398 1037">No File Uploaded</td> </tr> </tbody> </table>	File Description	Documents	Reports on environment and energy audits submitted by the auditing agency	No File Uploaded	Certification by the auditing agency	No File Uploaded	Certificates of the awards received	No File Uploaded	Any other relevant information	No File Uploaded	
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Certification by the auditing agency	No File Uploaded										
Certificates of the awards received	No File Uploaded										
Any other relevant information	No File Uploaded										
<p>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</p>	<p>B. Any 3 of the above</p>										

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

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

GDC Pattan provides an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities. Different sports and cultural activities organized inside the college promote harmony towards each other. Commemorative days like Women's Day, Yoga Day, Constitution Day, Republic Day, Azadi ka Amrut Mahotsav, also promote tolerance and harmony. Institute has code of ethics for students and a separate code of ethics for employees which have to be followed by each one of them irrespective of their cultural, regional, linguistic, communal, socio-economic and other diversities. In 2020, Yoga Day was celebrated and a webinar was conducted by NSS unit on the event. Celebrations of Abhiyaan Diwas and Ghandhi Jayanti were conducted by NSS Unit in an online mode. Constitutional Day was also celebrated in the College.

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

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

India, as a country, includes individuals with different backgrounds viz., cultural, social, economic, linguistic, and ethnic diversities governed and guided by the Constitution irrespective of caste, religion, race. GDC Pattan sensitizes the students and the employees of the institution to the constitutional obligations about values, rights, duties, and responsibilities of citizens which enables them to conduct as a responsible citizen. To equip students with the knowledge, skill, and values that are necessary for sustaining one's balance between a livelihood and life by providing an effective, supportive, safe, accessible, and affordable learning environment. These elements are inculcated in the value system of the college community. The students are inspired by participating in various programs on culture, traditions, values, duties, and responsibilities by inviting prominent people. The college conducted awareness programs on the ban on plastics, cleanliness, Swachh Bharat, etc. involving students. Some of the regularly conducted activities are, Anti Ragging Committee/Squad, tree plantation, blood donations drives, etc. Also, as mandated by various statutes and laws, there are various other committees like Library Committee, Grievance Redressal Committee. Further, being an academic institute our main focus is on sensitizing our students to become mature and responsible citizens of India. Our course curriculum compulsorily includes courses in Arts, Humanities and Social Sciences, Business Finance, Commerce, Science, Mathematics & Ethics and they have to participate in various social awareness programmes which is also a compulsory course as part of their curriculum.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to

D. Any 1 of the above

monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff
4. Annual awareness programmes on Code of Conduct are organized

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

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

GDC Pattan celebrates national commemorative days like Republic Day, Independence Day, Gandhi Jayanti, Constitution Day etc with full enthusiasm every year. Students take an active part in organising the Independence Day and Republic Day celebrations. On Independence and Republic Day, national flag is hoisted with full honour and the national anthem is sung by all the attendees. Due to the Covid pandemic, the College was closed for students. However, still, efforts have been made to conduct various important events either through online or on virtual mode. GDC Pattan takes pride in organising all the important national events irrespective of any bias towards caste, creed or religion.

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

7.2 - Best Practices

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

Sustainability and environmental consciousness: College has well maintained lawns and the botany department of the college looks after the greenery in college. The institute is also shifting to "No- paper" institute as most of the college communication is through emails and WhatsApp. The college has an official WhatsApp group to communicate with the staff. LEDs have been installed to bring austerity in the electricity use. College also takes various steps to make students sensitive towards environment. Every year college celebrates Environment week to educate students about climate change and various kinds of environmental pollution.

Community Outreach Programme: Adoption of orphanage at Singhpora Pattan for the betterment of health and hygienic condition of the students. **GOAL:** Objective of the practice was to aware the people specifically the children of the village about healthy living, who could be the future students of the college. Another goal was to expose the students of orphanage to college environment and other high-tech resources so as to inspire them to achieve good academic grades with all-round development of the child. In addition, to this college also had an aim to shoulder the social responsibility.

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

7.3 - Institutional Distinctiveness

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

GDC Pattan constantly strives for the empowerment and safety of women. We remain committed to the greater participation of women in the furthering of the national goals. The women's education needs are aimed at seeking a strong and all round development of a creative thinker with global skills, entrepreneurship, professional and statesmanship qualities. Ever since its inception, the college has been a flag bearer towards empowering women for a better and brighter future. The enrolment of girl students in various courses of the college has seen a steady increase. Girl students have always been at fore in representing the college. A host of measure including a separate lawn for girls, a separate staircase for easy commutation, separate restrooms, availability of sanitary napkins, installation of complaint boxes and close circuit cameras etc have been taken to make their stay comfortable. In addition to that, the college has a separate committee for Redressal of Gender Issues in place which takes disciplinary action against complaints if any. The policy of the institution emphasizes to lay more stress upon the needs of girl students so that they are encouraged to continue their studies. Girls are encouraged to participate actively in all the curricular and co-curricular activities. They are given chances to represent the college in various inter-college activities held across the valley. As a result of the relentless efforts of the college towards making the campus friendly for girl students, the current enrolment of girls exceeds that of the boys.

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

7.3.2 - Plan of action for the next academic year

GDC pattan continues to strive for excellence and tries to improve the standards of knowledge trabsaction. we aim to convert all the classrooms into smart classrooms so that teaching-0leraning process becomes more interactive, informative, value and skill based for our students.

E-governance and implementation of ICT for deliverance of student services is high on our agenda and as part of same the collegeLibrary is fully automated and browsing centre has been installed in the pre-fab hut. We aim at making the college website more dynamic in terms of continuous updation and up gradation. Our aim is to bring our college high on table in academics with blend of co-curricular excellence and we all are working as a team to achieve this goal.