

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

I. Details of the Institution

1.1 Name of the Institution

Govt. Degree College, Kathua

1.2 Address Line 1

Near Mini Secretariat

Address Line 2

College Road

City/Town

Kathua

State

Jammu and Kashmir

Pin Code

184104

Institution e-mail address

gdckathua1961@gmail.com

Contact Nos.

01922-234315

Name of the Head of the Institution:

Dr. NATER SINGH RAINA

Tel. No. with STD Code:

01922-234315

Mobile:

09419152050

Name of the IQAC Co-ordinator: **P.K. Rao**

Mobile: **09419150685**

IQAC e-mail address: **iqacgdck@gmail.com**

1.3 NAAC Track ID (For ex. MHCogn 18879) **JKCOGN12311**

1.4 NAAC Executive Committee No. & Date: **EC/60/RAR/17**
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address: **http://www.gdckathua.com**

Web-link of the AQAR: **www.gdckathua.com/IQAC/AQAR2013-14.docx**

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B⁺	-	28th Feb, 2005	27th Feb, 2010
2	2 nd Cycle	A	3.03	5th July, 2012	4th July, 2017
3	3 rd Cycle	-	-	-	-
4	4 th Cycle	-	-	-	-

1.7 Date of Establishment of IQAC: DD/MM/YYYY **18/08/2004**

1.8 AQAR for the year (for example 2010-11) **2013-14**

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*for example AQAR 2010-11 submitted to NAAC on 12-10-2011*)

i. AQAR 2012-13 submitted to NAAC on 17/08/2013

1.10 Institutional Status

University State ☒ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☒ No ☐

Constituent College Yes ☐ No ☒

Autonomous college of UGC Yes ☐ No ☒

Regulatory Agency approved Institution Yes ☐ No ☒

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education ☒ Men ☐ Women ☐

Urban ☐ Rural ☒ Tribal ☐

Financial Status Grant-in-aid ☐ UGC 2(f) ☒ UGC 12B ☒

Grant-in-aid + Self Financing ☐ Totally Self-financing ☐

1.11 Type of Faculty/Programme

Arts ☒ Science ☒ Commerce ☒ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☒

Others (Specify) **Home Science and BCA**

1.12 Name of the Affiliating University (*for the Colleges*)

University of Jammu, Jammu

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE

DST Star Scheme UGC-CE

UGC-Special Assistance Programme DST-FIST

UGC-Innovative PG programmes Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2. 6 No. of any other stakeholder and
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes ☐ No ☒

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
Starting P.G. course in Botany	P.G. course in Botany sanctioned by the HED, Govt. of Jammu and Kashmir and college has applied for NOC from University of Jammu
Organising a National Level Seminar	Organised a national level seminar on Environmental Education on 14-15 th February, 2014
Completion of the construction of New Administrative Block for making available better facilities to the students and staff and record keeping.	Principal's office and college administrative office shifted to new Administrative Block.
Submitting a proposal to HED for the purchase of new furniture for the Hostels.	Purchase of New furniture (beds, tables, chairs and mattresses) sanctioned by HED. New furniture worth Rs. 25 lacs purchased.
Submitting a proposal to HED for the purchase of new customised desks for all the classrooms of the college.	Purchase of New customised desks sanctioned by HED. New customised desks worth Rs. 40 lacs purchased.
Automation of College Library	Under process
Setting up of one smart classroom for ICT enabled teaching.	Proposal submitted to HED for approval and release of grant.
Replacement of all old electric bulbs by LCD bulbs for power saving.	All old bulbs replaced by LCD bulbs and low voltage Tubelights.
Plantation drives for making the campus green.	Planted 200 plants in college and hostel campuses in collaboration with Social Forestry Division, Kathua.
Banning the use of polythene for making the campus clean.	The use of polythene restricted restricted to a great extent.

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes ☒ No ☐

Management ☐ Syndicate ☐ Any other body ☐

Provide the details of the action taken

P.G. course in Botany sanctioned by the HED, Govt. of Jammu and Kashmir and college has applied for NOC from University of Jammu
Organised a national level seminar on Environmental Education on 14-15 th February, 2014
Principal's office and college administrative office shifted to new Administrative Block.
Rs. 25 lacs sanctioned by HED, spent on purchase of new furniture (beds, tables, chairs and mattresses) for the Hostels of the college.
Rs. 40 lacs sanctioned by HED, spent on purchase of new customised desks.
Automation of the college library is under process
Proposal for setting up of one smart classroom in the college submitted to HED for approval and release of grant.
All old bulbs in the college and hostel buildings replaced by LCD bulbs and low voltage Tube lights.
Planted 200 plants in college and hostel campuses in collaboration with Social Forestry Division, Kathua.
The use of polythene in the college campus restricted to a great extent.

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	01			
UG	06			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	07			
Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	01
Trimester	-
Annual	06

1.3 Feedback from stakeholders* Alumni ☐ Parents ☐ Employers ☐ Students ☒
(On all aspects)

Mode of feedback : Online ☐ Manual ☒ Co-operating schools (for PEI) ☐

**Please provide an analysis of the feedback in the Annexure*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

The revision of syllabi is done by Board of Studies constituted by University of Jammu for all the courses from time to time.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

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Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	45	34	11	1 (Principal)	

2.2 No. of permanent faculty with Ph.D. 20

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	-	-	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty - - 50

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	-	34	-
Presented papers	-	30	-
Resource Persons	-	-	-

2.6 Innovative processes adopted by the institution in Teaching and Learning:

Use of ICT in the teaching learning in Departments of Botany, Zoology and Geography.

2.7 Total No. of actual teaching days 176
during this academic year

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions) -

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 27 27 27

2.10 Average percentage of attendance of students 85%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A.	156	0.0	18.6	57.1	5.8	81.4
B.Sc.	318	11.3	49.1	28.9	0.0	89.3
B.Com.	56	0.0	14.3	46.4	0.0	60.7
BBA	28	3.6	53.6	42.9	0.0	100
BCA	35	0.0	33.3	55.6	0.0	88.9
Home Science	08	0.0	87.5	12.5	0.0	100
PG Geography	28	0.0	100	0.0	0.0	100

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

IQAC receives feedback from students in a questionnaire format annually for assessment and improvement of the teaching learning process.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	09
UGC – Faculty Improvement Programme	01
HRD programmes	-
Orientation programmes	01
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	01
Others	-

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	04	04	Nil	Nil
Technical Staff	02	Nil	Nil	Nil

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

The college, on the recommendation of IQAC, has constituted a Research Committee for encouraging and facilitating the faculty for applying and taking up minor and major research projects and also publishing research papers by using resources available in the college.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	23	22	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	-	29	-

3.5 Details on Impact factor of publications:

Range 0.8-5.7 Average 3.25 h-index - Nos. in SCOPUS -

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects <i>(other than compulsory by the University)</i>	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number		01			
Sponsoring agencies		ICSSR Northern Circle			

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

3.17 No. of research awards/ recognitions received by faculty and research fellows of the institute in the year

Total	International	National	State	University	Dist	College
-	-	-	-	-	-	-

3.18 No. of faculty from the Institution
who are Ph. D. Guides
and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Celebration of National Integration Week in Nov, 2013 by NSS Units
- Seven day winter camp in adopted village by 100 NSS volunteers in Dec., 2013.
- Raising funds for on Flag Day and for Red Cross by NCC and NSS units.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	24.4 acres	-	-	24.4 acres
Class rooms	26	-	-	26
Laboratories	23	-	-	23
Seminar Halls	1	1	Govt. Grant	2
No. of important equipments purchased (\geq 1.0 lakh) during the current year.	-	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	15.6 lacs	DST special S&T package for J&K and Annual Govt. Grants	-
Others	-	-	-	-

4.2 Computerization of administration and library:

Partial computerization in the Principal's office and library.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	39789	-	74	250000	39863	-
Reference Books	8723	-	-	-	8723	-
e-Books	-	-	-	-	-	-
Journals	1	-	-	-	-	-
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Others (specify)	5 Magazines and 10 Newspapers	-	-	-	-	-

4.4 Technology upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	50	35	10	-	-	1	14	-
Added	07	-	-	-	-	-	-	07
Total	57	35	10	-	-	1	14	07

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

One week basic course in Computers was organised for teaching and non-teaching staff by the Department of Computer Sciences

4.6 Amount spent on maintenance in lakhs:

i) ICT	3.5
ii) Campus Infrastructure and facilities	97
iii) Equipments	15.6
iv) Others	-
Total:	116

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Informing students regarding various student support services through notices and interactions with students on different formal occasions.

5.2 Efforts made by the institution for tracking the progression

Regular internal assessment tests/home assignments are closely monitored by the concerned faculty and special attention and guidance is provided to low scoring students which includes counseling and providing opportunity for retest for improvement.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2511	54	-	-

(b) No. of students outside the state

28

(c) No. of international students

-

	No	%		No	%
Men	-	-	Women	-	-

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
2042	324	96	209	-	2671	1952	308	75	230	-	2565

Demand ratio: **1:1.2**

Dropout % - **6%**

5.4 Details of student support mechanism for coaching for competitive examinations (if any)

Not Applicable

No. of students beneficiaries

Nil

5.5 No. of students qualified in these examinations

NET		SET/SLET	-	GATE		CAT	
IAS/IPS etc	-	State PSC	-	UPSC	-	Others	-

5.6 Details of student counselling and career guidance

The college has a functional career and counseling cell which holds regular interactions with the students about various career prospectuses available in Govt./public/private sectors and provides the required information to the interested students. The college regular selection drives through UDAAN, a special employment scheme for the educated job seekers of J&K in which the students of all streams especially BBA and BCA are being benefitted.

No. of students benefitted

22

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
01	88	22	-

5.8 Details of gender sensitization programmes

Two days workshop was organized by the Centre for Women Studies of the College on Understanding Gender on 7-8 Nov., 2013, in which Dr. Anita Nuna, Department of Women Studies, NCERT Delhi was the resource person.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	204	516500
Financial support from government	423	2917885
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: **On the recommendation of the students, the elections to the student Council was completed in one day.**

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION

The College envisions to become the premier provider for learning, research and innovation in the region fostering intellect, creativity, leadership and character in an active student-centered learner community.

MISSION

To provide students with the fundamental knowledge, foundation for life time of learning of interdisciplinary problem solving skills, societal and business awareness, confidence required to excel in their chosen professions, and to be leaders in a global environment.

To maintain a collegial, supportive and diverse environment that encourage our students, faculty and staff to achieve the best of their ability and share the responsibilities of citizenship and service in the global community.

To promote appreciates of cultural diversity, social responsibility and academic excellence.

To enrich lives, improve society and address global challenges by providing scientifically-trained leaders, and enhancing public understanding of science.

6.2 Does the Institution has a Management Information System

The institution disseminates information to its stakeholders through notifications/notices, college website and press and electronic media.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

It is done by the affiliating University through Board of Studies which has one faculty member (HOD) in each subject from this college.

6.3.2 Teaching and Learning

The college is giving impetus to ITC enabled class-room teaching and learning.

6.3.3 Examination and Evaluation

Internal assessment tests (theory and practical) are conducted by the college in all the subjects as per University requirements and evaluation is done by the concerned faculty and the results are shown to the students and grievances, if any, are addressed accordingly.

6.3.4 Research and Development

The college has constituted a Research Committee for encouraging and facilitating the faculty for applying and taking up minor and major research projects and also publishing research papers by using resources available in the college.

6.3.5 Library, ICT and physical infrastructure/instrumentation

New books costing Rs. 2.5 lacs have been purchased for the library during the session 2013-14 and instruments/equipments costing Rs. 15.6 lacs have been purchased for science labs of different science subjects.

6.3.6 Human Resource Management

09 faculty members attended refresher courses; 01 attended orientation course; 01 attended workshop and 01 faculty member in Physics is pursuing Ph. D. under UGC-FIP programme from University of Jammu.

6.3.7 Faculty and Staff recruitment

It is done by PSC J&K for teaching faculty and JKSSRB for non-teaching staff as per the vacancies. However, 50 teachers on Academic arrangements have been appointed as per the need of the College by the Nodal Principal (GGM Science College) for the Jammu Province Colleges.

6.3.8 Industry Interaction / Collaboration

-

6.3.9 Admission of Students

- **All admissions were done on the basis of merit.**
- **Merit lists were displayed before the admission date.**
- **Arrangement of separate fee counters girls and boys; Science and Arts streams was made for the convenience of the students.**
- **A Counselling Cell consisting of senior faculty was constituted for helping and guiding the students in the selection of courses during admission period.**
- **For facilitating the admission process for the students, separate admission committees, each consisting of 10-15 members, for Science and Arts streams were constituted for different classes.**

6.4 Welfare schemes for

Teaching	Health Insurance Cashless Policy of Rs. 5 lacs through ICICI Lombard provided by Govt. at subsidised rates to all teaching and non-teaching employees of the College.
Non teaching	
Students	<ul style="list-style-type: none"> ❖ Personnel Accidental Insurance Scheme for students for accidental cover of Rs. 1.0 lac @ Rs. 50/- per student through National Insurance. ❖ Scholarships ❖ Financial Aid to poor students ❖ Guidance and Counselling for Placements ❖ Students Grievance Cell

6.5 Total corpus fund generated

-

6.6 Whether annual financial audit has been done

Yes

☒

No

☐

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	-	-	-	-
Administrative	-	-	-	-

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes Yes ☐ No ☒

For PG Programmes Yes ☐ No ☒

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

NA

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

NA

6.11 Activities and support from the Alumni Association

-

6.12 Activities and support from the Parent – Teacher Association

There is no Parent – Teacher Association of the college.

6.13 Development programmes for support staff

The Department of Higher Education, J&K Govt. organises various training programmes from time to time.

6.14 Initiatives taken by the institution to make the campus eco-friendly

200 saplings of various plant species planted in the campus and use of polythene in the college campus is strictly prohibited.

Criterion – VII

7. Innovations and Best Practices

- 7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

Audio-visual aids and ICT enabled classroom teaching has been introduced in the Departments of Botany and Zoology which has made the teaching learning for the students in these courses interesting and practical.

- 7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

P.G. course in Botany sanctioned by the HED, Govt. of Jammu and Kashmir and college has applied for NOC from University of Jammu
Organised a national level seminar on Environmental Education on 14-15 th February, 2014
Principal's office and college administrative office shifted to new Administrative Block.
Rs. 25 lacs sanctioned by HED, spent on purchase of new furniture (beds, tables, chairs and mattresses) for the Hostels of the college.
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Automation of the college library is under process
Proposal for setting up of one smart classroom in the college submitted to HED for approval and release of grant.
All old bulbs in the college and hostel buildings replaced by LCD bulbs and low voltage Tube lights.
Planted 200 plants in college and hostel campuses in collaboration with Social Forestry Division, Kathua.
The use of polythene in the college campus restricted to a great extent.

- 7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

Annexure- (ii)

**Provide the details in annexure (annexure need to be numbered as i, ii, iii)*

- 7.4 Contribution to environmental awareness / protection

Regular environmental awareness programmes and activities are conducted by the NCC and NSS units of the college.

- 7.5 Whether environmental audit was conducted? Yes ☐ No ☒

- 7.6 Any other relevant information the institution wishes to add (for example SWOT Analysis).

Institutional developmental proposal (IDP) based on SWOT Analysis was prepared and submitted to RUSA (Annexure- (iii))

8. Plans of institution for next year

Future Plans

Short term plan

1. Automation of college library during the session 2014-15.
2. Construction of 02 additional washroom blocks, one each for boys and girls.
3. Introduction of uniform for boys for checking the entry of outsiders and anti-social elements in the college campus.

Long term plan

1. Construction of the State of Art College Auditorium.
2. Construction of a 400 m athletic track as per IOA standards and a multipurpose sports hall.
3. Construction of additional classrooms/labs as the existing space is falling short of the actual need.

Name: **P.K. Rao**



Signature of the Coordinator, IQAC

Name: **Dr. Nater Singh**



Signature of the Chairperson, IQAC

Principal
Govt. Degree College
Kathua

Annexure- (i)

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8. Calendar of Activities 2013-14

S.No.	Event	Date
1.	Principal's address to Part-I Students	22-07-2013
2.	Independence day Celebration	15-08-2013
3.	Alumni meet	1st week of Oct. 2013
4.	Gandhi Jayanti celebration	01-10-2013 in lieu of 2nd Oct.
5.	Celebration of NSS Day	25-10-2013
6.	International Harmony day	01-11-2013
7.	National Education Day	11-11-2013
8.	Quami Ekta celebration	19-11-2013 onwards
9.	Commencement of 1st internal assessment test	22nd November
10.	Blood donation camp	30-11-2013
11.	Two days national level seminar	1st week of November
12.	World AIDS Day	01-12-2013
13.	Picnics	16th and 18th December 2013
14.	World Human Rights Day	10-12-2013
15.	Educational Tour	During winter break
16.	National Youth Day	12-01-2014
17.	Republic Day Celebration	26-01-2014
18.	Martyr Day	30-01-2014
19.	Commencement of 2nd internal assessment test	Last week of Jan.2014
20.	Inter collegiate debate competition	Second week of Feb.2014
21.	Subject tours	Last week of Feb.2014
22.	One day science workshop	Last week of Feb.2014
23.	Annual day	Last week of Feb. or 1st week of March 2014

Note: In the interest of college administration, these events can be pre-poned or postponed

Academic Calendar 2013-14

S. No.	Month & Year	No. of Teaching Days	Remarks
1.	16 July 2013	14	Commencement of class work for Part I
2.	August, 2013	23	
3.	September 2013	25	
4.	October 2013	21	Expected Pooja holidays for 2 days
5.	November 2013	23	1st Internal Assessment Test
6.	December 2013	19	Expected winter vacation from 26th December 2013 to 4th January 2014
7.	January 2014	22	2nd Internal Assessment Test
8.	February 2014	24	
9.	March 2014	05	Commencement of University Examinations
10.	April 2014		Examinations/Evaluation
11.	May 2014		Examinations/Evaluation
12.	June 2014		Summer Vacations
	Total Days	176	

- Teaching days available = 176 days
- Provision for unforeseeable events = 06 days
- Projected teaching days = 170 days

Vacation Calendar 2013-14

The college shall observe the following calendar for vacations:

S.No.	Vacation	Period	Days
1	Summer Vacations	June 1- July 15	45
2	Winter Break	Dec 26- Jan 04	10
3	Pooja Holidays	2 days preceding the date of Diwali	02
4	Holi Holidays	3 days preceding the date of Holi	03
		Total:	60

Annexure- (ii)

Best Practices- No. 1

1. Title of the Practice

Organizing conferences/seminars/talks regularly by involving faculty and students.

2. Objectives of the Practice

The conferences/seminars/talks are organized to fulfill following objectives:

- (i) To provide the latest information regarding various issues and problems faced by the society and their possible remedies.
- (ii) To provide a platform for the faculty and students to interact with the experts and eminent personalities of different fields.
- (iii) To provide the faculty and students in hand training of holding an event.

3. The Context

The seminars and talks provide us a platform for the interaction with the experts of a particular field. This interaction paves way for new thoughts and research thereof. Students are made aware of different burning issues and sensitized for putting their view and developing new ideas. These discussions also help us to know about the latest research done in that particular field, so one can plan a study and do research as Ph. D. scholar or send a proposal for minor and major projects thereafter. Organizing seminars/conferences/talks also provide the stakeholders, faculty and students, an in hand opportunity and practice of managing or holding an event.

4. The Practice

To organize conferences/seminars/talks is not a regular practice in most of the institutes in India, especially in institutes which are situated in far flung areas or rural areas. This college of Jammu and Kashmir is doing excellent job in organizing conferences/seminars/talks of National level on regular basis. In these seminars we take up important issues like global warming, climate change, higher education etc. Such events of national level enable us to bring experts of these fields to this semi-urban area and provide exposure to the faculty and students of the college. The data and research shared by the experts helps the stakeholders to improve their knowledge and plan future research.

The main constrain and limitation of holding such events is the non-availability of a good number of quality experts.

5. Evidence of Success

Govt. Degree College is basically an Under Graduate (UG) institute with only one Post Graduate (PG) course in Geography. But a good number of students opting for PG in various Universities of India and also pursuing research in different subjects (exact data not available) are signs of success in sensitizing these students by organizing such events (conferences/seminars/talks). A good number of faculty members going for Ph. D. is another positive sign in this respect.

Other than these evidences, the overwhelming participation of the students in various social issues like swachh bharat abhiyan, polythene eradication drives, fight against open defecation etc. also proves that they are enlightened and motivated by organizing these events.

6. Problems Encountered and Resources Required

The main problem of holding such events in this college is non-availability of a good number of quality experts and participants. As the college is situated about 90 Km from the nearest airport, generally the organizers face some problems on account of non-acceptance by the desired resource person and participants.

Best Practices- No. 2

1. Title of the Practice

Organizing picnics, subject tours and educational tours on annual basis.

2. Objectives of the Practice

The outdoor activities are carried out with following objectives:

- (i) To provide the practical knowledge about the local and national areas.
- (ii) To improve the cultural knowledge of the state in particular and nation as a whole.
- (iii) To impart the holistic knowledge about a particular subject topic.

3. The Context

There are a number of things and concepts which we learn and understand through practical knowledge. Moreover, the things taught in the classroom are generally implemented or practiced in the outdoor world. So the events like picnic, subject tours and educational tours provide an opportunity to understand various concepts which we learn in the classroom. In addition to this, these events provide a chance to the students and members of the faculty to interact with each other and have a discussion about any issue like banning of polythene, encroachment, hygiene, developmental activities, conservation of natural resources, impact of climate change etc. related with that spot or area or the nation. Educational tour is generally an event of about 15 days in which the students visit several important historical places of the country. Students learn numerous things about the various cultural practices of states they visit, ancient architectures they see and development they observe.

4. The Practice

Picnics are part of almost every higher education institute of India. The visit of local and nearby areas helps us to know about the local diversity and observe the changes taking place with time and development. Subject and education tours are something which is not a common event for most of the colleges and this makes our institute special. Regular subject and educational tours provide the students overall information about the various topics discussed during the trip. The students know about the local vegetation, seasonal flowers, rocks, minerals, rivers, seasonal streams, industries, industrial pollution etc. These visits enhance their understanding about the topic and impart a life-long experience of the student. These tours also provide a platform for interaction between students and teachers, and the locals and workers of the area they visit.

5. Evidence of Success

The exposure which students get after attending picnics, subject tours and educational tours help the student in their holistic development. These events impart the practical knowledge and strengthen their understanding about the classroom teaching. The impacts of organizing these events are evident in the form of very good academic results of the college, good participation in social activities like awareness campaigns, swachh bharat abhiyan, yoga day celebrations etc.

6. Problems Encountered and Resources Required

Picnic and subject tours are organized with the nominal fee submitted by the student and local funds available with the institutes. But, for educational tours students have to pay heavily which deprives a number of poor students from attending these events.

Annexure- (iii)

**RASHTRIYA UCHCHATAR SHIKSHA ABHIYAN
(RUSA)**

INSTITUTIONAL DEVELOPMENTAL PROPOSAL (IDP)

BASED ON

SWOT

ANALYSIS



SUBMITTED BY



GOVERNMENT DEGREE COLLEGE (BOYS)

KATHUA-184104
JAMMU AND KASHMIR

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ANNEXURE- I

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PREFACE

Government Degree College (Boys), Kathua (J&K) is one of the State's leading Institution in the field of Basic Sciences, Arts and other Professional Undergraduate and Post Graduate Level courses for the last 52 years since its establishment on 01-09-1961. The institute is running 6 UG Streams (with 63 subject combinations) and 1 PG programme and has over 2400 students in 24.375 acres of campus. It received its 2(f) and 12(b) status by UGC on 01-04-1981. It is proud to have established a high ranking among the various Degree Colleges in Jammu region of J&K State in terms of academic excellence along with many other achievements. Government Degree College (Boys), Kathua is striving to be at forefront of education and research. Therefore, it has envisaged enhancing the quality and increasing the enrolment of students of Undergraduate and Postgraduate programmes. The college is located at the border of Jammu & Kashmir, Himachal Pradesh and Punjab providing higher education access to the students of three states. The college accredited with grade 'A' by NAAC in the year 2012.

This proposal for assistance has been prepared, based on a SWOT analysis and Training Need Analysis conducted in the institution. In linkage with the findings of SWOT analysis, the strategic plan was prepared with the general objective **"to raise the institute from the present stage to a hub of brilliance with national acceptance"**.

The SWOT analysis was carried out in terms of methodology, analysis and information; and data as collected and inferences derived with respect to strengths, weaknesses, opportunities and threats. Thereby specific objectives have been framed having linkages with SWOT analysis. A detailed action plan has been devised in the light of improving employability of graduates, increasing learning outcomes of students, implementing academic and non-academic reforms, improving interaction with the industry and enhancing of research and consultancy activities. Moreover, an action plan for organising a finishing school and for improving the academic performance of SC/ST/OBC/Academically weak students through innovative methods, remedial teaching and skill development mechanism. The faculty development for the first 18 months for improving their teaching, subject and research competencies based on training needs analysis in the areas viz. Basis and advanced pedagogy, knowledge enhancement, faculty qualification and research capabilities. Finally, institutional project implementation mechanism has been developed with participation of faculty and staff.

1. INSTITUTIONAL BASIC INFORMATION

1.1 Institutional Identity:

- Name of the Institution : Govt. Degree College (boys), Kathua (J&K)
- Is the Institution Approved by regulatory body? : Yes
- Approval No. : -
- Type of Institution : GOVT.
- Status of the Institute : Non-Autonomous

Names of the Head of the Institution and Project Nodal Officers:

Head and Nodal Officers	Name	Phone Number	Mobile Number	Fax Number	E-mail Addresses
Head of the Institution	Prof. (Dr.) Nater Singh	019222-234315	09419152050	019222-234315	gdckathua_61@rediffmail.com
RUSA Institutional Coordinator	Prof. P. K. Rao	019222-234315	09419150685	019222-234315	pushapkant777@gmail.com
Nodal Officers for :					
Academic Activities	Prof. Sumanesh Singh	-	09419102994	-	-
Civil Works including Environmental Management	Dr. R. K. Manhas	-	09419102994	-	manhasrk@rediffmail.com
Procurement	Prof. Gopal Sharma	-	09419173935	-	-
Financial Aspects	Prof. Gopal Sharma	-	09419129931	-	-
Equity Assurance Plan Implementation	Dr. Tejinder Kour	-	09419150807	-	-

1.2 Academic Information

UG/PG Programmes offered in Academic Year 2013-14

S.No.	Title Programmes of	Level (UG/PG/PhD)	Duration (Years)	Year of Starting	Sanctioned Annual Intake	Total Student Strength
1.	B.A	UG	3	1961	1230	703
2.	B.Sc.	UG	3	1961	1490	1386
3.	B.Com.	UG	3	1980	100	214
4.	B.B.A.	UG	3	2007	40	78
5.	B.C.A.	UG	3	2004	40	116
6.	Home Science	UG	3	1997	100	14
7.	P.G. Geography	PG	2	2004	30	28

Whether Institution is Accredited:

Grade : A
When : 2012

1.3 Faculty Status (Regular/On-Contract Faculty as on 31st March, 2013)

Faculty Rank	No. of Sanctioned Regular Posts	Present Status : Number in Position by Higher Qualification												Total Number of Regular faculty in Position	Total Vacancies	Total number of contract faculty in position
		Doctoral Degrees				Masters Degrees				Bachelor Degrees						
		Engineering Disciplines		Other Disciplines		Engineering Disciplines		Other Disciplines		Engineering Disciplines		Other Disciplines				
		R	C	R	C	R	C	R	C	R	C	R	C			
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
														(3+5+7+9+11+13)	(2-15)	(4+6+8+10+12+14)
Prof./ Principal	1	-	-	1	-	-	-	-	-	-	-	-	-	1	0	-
Assoc. Prof.	9	-	-	6	-	-	-	3	-	-	-	-	-	9	0	-
Asst. Prof.	78	-	-	12	-	-	-	31	-	-	-	-	-	43	35	-
Contractual	46	-	-	-	4	-	-	-	42	-	-	-	-	-	-	46
Total	134			19	4	-	-	34	42	-	-	-	-	53	35	46

Prof. = Professor, Assoc. Prof. = Associate Professor, Asst. Prof. = Assistant Professor, Lec. = Lecturer, R = Regular, C = Contract

1.4 Baseline Data (all data given for the following parameters to ALL disciplines)

S.No	Parameters	
1.	Total strength of students in all programs and all years of study in the year 2013-14	2432
2.	Total women students in all programs and all years of study in the year 2013-14	1165
3.	Total SC students in all programs and all years of study in the year 2013-14	290
4.	Total ST students in all programs and all years of study in the year 2013-14	78
5.	Total OBC students in all programs and all years of study in the year 2013-14	225
6.	Number of fully functional P-4 and above level computers available for students in the year 2013-14	56
7.	Total number of text books and reference books available in library for UG and PG students in the year 2013-14	51,373
8.	% of UG students placed through campus interviews in the year 2013-14	10
9.	% of PG students placed through campus interviews in the year 2013-14	02
10.	% of high quality undergraduates(>75%marks)passed out in the year 2013-14	17%
11.	% of high quality postgraduates(>75% marks) passed out in the year 2013-14	Nil
12.	Number of research publications in Indian refereed journals in the year 2013-14	46
13.	Number of research publications in International referred journals in the year 2013-14	17
14.	Number of patents obtained in the year 2013-14	Nil
15.	Number of patents filed in the year 2013-14	Nil
16.	Number of sponsored research projects completed in the year 2013-14	01
17.	The transition rate of students in percentage from 1 st year to 2 nd year in the year 2012-13 for : (i) all students (ii) SC (iii) ST (iv) OBC	55% 40% 32% 53%
18.	IRG from students' fee and other charges in the year 2013-14 (Rs. In lakh)	120.89
19.	IRG from externally funded R & D projects, consultancies in the year 2013-14 (Rs. In lakh)	Nil
20.	Total IRG in the year 2013 – 14 (Rs. In lakh)	120.89
21.	Total annual recurring expenditure of the institution in the year 2012-13 (Rs. In lakh)	560.00

2. INSTITUTIONAL DEVELOPMENT PROGRAMME (IDP)

2.1 EXECUTIVE SUMMARY OF THE IDP

Government Degree College (Boys), Kathua (J&K) is one of the State's leading Institution in the field of Basic Sciences, Arts and other Professional Undergraduate and Post Graduate Level courses for the last 52 years since its establishment on 01-09-1961. The institute is running 6 UG Streams (with 63 subject combinations) and 1 PG programme and has over 2400 students. The campus is spread over an area of 24.375 acres. It received its 2(f) and 12(b) status by UGC on 01-04-1981. It is proud to have established a high ranking among the various Degree Colleges in Jammu region of J&K State in terms of academic excellence along with many other achievements. Government Degree College (Boys), Kathua is striving to be at forefront of education and research. Therefore, it has envisaged enhancing the quality and increasing the enrolment of students of Undergraduate and Postgraduate programmes.

This proposal for assistance has been prepared, based on a SWOT analysis and Training Need Analysis conducted in the institution. In linkage with the findings of SWOT analysis, the strategic plan was prepared with the general objective **"to raise the institute from the present stage to a hub of brilliance with national acceptance"**. In order to achieve this, Government Degree College (Boys), Kathua (J&K) has given emphasis on the following activities:

- Scaling up UG and PG education by introducing new, innovative and time-relevant courses keeping in view demand and supply scenario and by implementing strategies for the completion and revision of curricula to keep pace with the emerging trends in Education.
- Enhancement of facilities for demand driven technological research and development to augment undergraduate and postgraduate programmes.
- A comprehensive faculty development program to encourage innovative teaching practices, outcome based tertiary education, time relevant courses, self propelled growth in research and development through participation and contributions in International/ National Conferences, Seminars, Symposiums, Workshops, and initiation of academic exchange programs.
- Expansion and modernization of existing infrastructure for (viz. Laboratories, Library, Networking, Smart classrooms) and creation of a centralized computing

and instrumentation facility with sophisticated equipments relevant to growth of different specializations and centralized digital library facility.

- A strategic plan for enhancing participatory management in academic, administrative and financial affairs.
- Implementation of a well defined and time bound plan of cooperation with the networked institutions / industries and open up avenues for collaborative research with Institution of importance and Universities. A proactive effort for intensive interaction with industries through student training, faculty internships, collaborative consultations and contract research.
- Improve Employability and Learning Outcomes of Students by introducing vocational courses.
- Enhance Society-Institute Interactions.
- Augment R&D and Consultancy Services.
- Empower and Motivate Employees for Improved Performance.
- Expand Teaching-Learning Facilities.
- Implement Institutional Reforms.
- Introducing market oriented courses.

A detailed training plan was also prepared. The major training programmes planned can be broadly classified as follows:

- Trade skill training intended for lab staff.
- Training mainly for teachers in subject areas and for support staff on the basis of job requirement.
- Life skill training for all staff to improve soft skills.
- Managerial Training for administrators and senior faculty members/heads of department.

2.2 Details (in terms of methodology used, analysis carried out of the data and information collected and inferences derived with respect to strengths, weaknesses, opportunities and threats) of SWOT analysis carried out.

A) Methodology Used

It was decided to adopt case study approach to accomplish objectives. The case study approach envisages a comprehensive and exhaustive data collection from the study unit. While doing this, detailed study of the philosophy, vision, mission, mandate, infrastructure, curriculum, teaching-learning process, examination system, student placement, management & HRD policies etc. has been conducted. The strategy has been to actively involve all stakeholders comprising of Principal and other officials, faculty and staff, students, alumni, industry and community in visualizing the future of the institution, its present status and the actions to be taken to achieve the goals. The research process for the project comprised of need identification and scope of work; orientation of project coordinator(s), Brainstorming session with HOD's and senior faculty; getting information from teachers, students, alumni and industry/community on validated questionnaires; interviewing concerned officials and students; analysis of information and validation of report.

Teamwork and Stakeholder Participation

A core team of facilitators was constituted; the team comprised of identified key stakeholders of the College. The team met several times and had consultations / brainstorming sessions in participatory mode. Core committee and sub committees were constituted. Both the committees have interactive sessions with diverse groups like technological departments, support departments, administrative sections, library and other central facilities, students, alumni, guardians and others. This helped to bring out information, determine the Strengths, Weaknesses, Opportunities and Threats, and prioritize the actions.

Core Committee Formation

The Principal of the College formed a Core Committee at the very first meeting convened for carrying out the SWOT analysis of the Institution with the following members:

- Principal, Govt. Degree College (Boys), Kathua,
- HODs of all the Departments,
- Senior Assistant,
- Member from Guardian,
- Student representative,
- Alumni member.

Analytic Framework

The key features on and off the lines in SWOT are:

- Brain storming session with all constituent members including the guardians.
- SWOT feedback from the students in prescribed format
- Email Communication with the alumni
- Launching a College SWOT Page on Social Networking Site Facebook to obtain comments from alumni/ex-students.

The Initial draft copy of the SWOT Analysis at the institutional end was circulated to all the departments (teaching and admin.). The rigorous review comment on the draft SWOT was obtained from all the departments based upon which the Institutional SWOT analysis was prepared.

Grouping of responses obtained from the study group was done by the SWOT specialist in consultation with top management prior to going ahead with the analysis. Initially weightage was given for each factor in S, W, O, and T based on the importance of the factor relative to other factors in the same group. For each of the factors a rating was given on a 5 point scale (1 for poor, 5 for excellent and 3 being average). S-O, S-T, W-O, and W-T strategies were formed based on TOWS matrix. The strategies so developed helped in the preparation of actions to be carried out.

Evidences:

- Minutes of the departmental meet.
- Minutes of the brain storming session.

- Well documented Students view on SWOT.

SWOT Features / Statistics

- Neutral Coordinators organized and arranged the sessions. Neutral facilitator provided the means of carrying out SWOT Analysis in each department.
- The Top Management provided the guidelines and insisted on identifying more parameters during the process.
- The number of Open sessions (Brain storming) varied from department to department from three (minimum) to seven (maximum). Nearly all faculty members participated in the SWOT process in all the departments.
- Participation of the stake holders are as below :

Stake Holders	No. of Participation
Students	1274
Faculty Members	95
Technical & Support Staff	73
HOD	All Departments
Alumni	548
Guardians	242
Guests & Expert faculty	18

- The views and feedback of the stakeholders, especially students, guardian's and alumni's views were recorded.
- Neutral Coordinator ensured that the students having limitation in communication can write-up their views.
- Everybody was encouraged to express their views. Participation with equity during SWOT Analysis has been practiced with high esteem.

B) SWOT Analysis Summary

Strengths:

- The college is Accredited with 'A' Grade by NAAC in the year 2012.

- The College is Premiere Institute of the State established in the year 1961 and was the only Degree College in the District upto 2004.
- Multi-faculty Institution catering to the educational needs of UG students in the disciplines of Science, Arts, Commerce, Business Administration, Computer Science, Home Science and PG students in Geography.
- Well qualified faculty with Ph.D./M/Phil. Degrees.
- Capacity to organise Local, State and National Level programmes viz. Seminars, Conferences, workshops, Symposia, debates, sports meets, camps, etc.
- Student friendly atmosphere.
- Fully operational Students Grievance Cell to sort out the grievances of the students.
- Full opportunities to students based on their ability, capacity and interests are given to participate in different curricular and co-curricular activities.
- Active participation in various sports activities.
- Well established NSS and NCC units.
- High pass percentage and Academic Excellence.
- College is offering higher education accessibility to students of Kathua and adjoining areas of Punjab and Himachal.
- Good Hostel facilities for Boys and Girls.
- Free transport facility for students.
- Good and hygienic Canteen Facility within the College Campus.
- Toilets, Washrooms, Common Rooms for both boys and girls and facility for purified drinking water.
- Well maintained separate parks for both boys and girls.
- College has lush green outlook with plants of different varieties maintaining congenial and healthy college environment.
- A well maintained Information System for students for providing information regarding classes, exams, events, etc.
- DDE and IGNOU Centres are providing educational access to the students of far-flung areas of the district Kathua and Punjab.

- A well established College Library with a huge collection of Text books, Reference Books, Journals, Magazines, etc.
- Equity to all types of students with special emphasis paid to students from economically weaker sections and SC/ST/OBC students.
- Scholarships distributed to meritorious and needy students to assist their education.
- Adequate laboratory infrastructure to run UG programmes.
- Strong Teaching-Learning Process. More emphasis on learning in the teaching learning process with teachers as facilitators.
- Adopting latest methodology for nurturing weaker students such as remedial classes.
- Functional Women Study Centre.

Weaknesses:

- Inadequate infrastructure facilities to cater the growing number of students.
- Faculty with inadequate knowledge of computers and internet and its utility in enhancing their teaching capabilities.
- Inadequate teaching faculty.
- Inadequate teacher student ratio.
- Lack of modernized teaching methods.
- Problems in introducing market oriented courses.
- No research mechanism for college faculty.
- Planned faculty development, technical and support staff development and training are needed to be implemented.
- Smart class room needs to be established along with modernization of existing laboratories. Providing additional power back up.
- Lack of a centralized computing and instrumentation facility with sophisticated equipments relevant to growth of different specializations and centralized digital library facility.
- Lack of faculty quarters and guest house.
- Lack of facilities for development of soft skills.

Opportunities:

- Students and teachers exchange programme with other colleges.
- Strengthening of EDUSAT.
- Capacity to start new PG Courses in Botany, Zoology, IT, Education, Mathematics, Honours UG Courses in Education, English, Botany, Zoology, Biotechnology, Physics and Chemistry.
- Ability to launch market oriented evening courses for the people of Kathua district
- We are publishing a Journal of Biosphere and planning to start journal in the subjects of Education, Psychology, Economics, Biosciences.
- Committed to establish a Publishing House in the College.
- We are organising Women Empowerment Programmes with the active support of Women Study Centre and planning to introduce variety of projects for the upliftment of women in the society.
- Further strengthening of Faculty Development Programme by introducing a more rigorous approach towards training the faculty members.
- Providing opportunities to faculty members to increase their qualification by permitting them to undertake M.Phil. /Ph.D. programmes under UGC.
- Student Opinion Survey and a cohesive Feed back mechanism about the functioning of the college and staff.
- Awareness campaigns to be launched to increase the enrolment in such courses in which the enrolment is decreasing.
- Strengthening of Research opportunities for the faculty in the college.
- Modernization of library through digitization and RFID.
- Construction of faculty quarters and guest house.

Threats:

- Mid term/session promotions and transfers of teachers and Heads.
- Decreasing enrolment in some subjects.

- Inability to bring about the all-round development of the students with limited resources.
- Limited infrastructure.
- Availability of competent faculty is very meagre.
- Sudden growth of Higher education and no corresponding change in school education.
- Continuous need to revise the course content.
- If the college does not get proper infrastructure the good students will move to other reputed educational centres outside the state.
- Competitive ability may decline if students do not get proper facilities.
- Improving employability of graduates.
- Learning outcome of the students.
- Inability to cope up with advanced technology.
- Upcoming new good quality self financing colleges with modern infrastructure.
- Early retirement of qualified faculty.

The strategic plan based on SWOT Analysis developed for institutional development.

The main challenges that need to overcome are:

- Train Faculty through Development Programmes
- Enhance Institution Management Capabilities
- Effective Admission process & enhanced employability in PG programmes
- Design new PG courses and Revise existing PG course curriculum
- Infrastructure Development
- Improved Industry Institute collaboration
- Scaling Up Research
- Creation of Modern Teaching Ambience

The strategies identified on the basis of SWOT analysis are summarized below:

S-O Strategies	<p>SO1 : Promote entrepreneurship ventures and consultancy projects by meritorious students under the guidance of teachers.</p> <p>SO2 : Conduct Short term courses aimed at skill development on a regular basis.</p> <p>SO3 : Strengthen Industry Institute Interaction Cell.</p> <p>SO4 : Establish Entrepreneurship Development Centre.</p> <p>SO5 : Establish Community Development Centre.</p> <p>SO6 : Encourage faculty to participate in technical events and publications to improve visibility.</p> <p>SO7 : Undertake research in different streams.</p> <p>SO8 : Conduct remedial classes to weak students.</p> <p>SO9 : Organise co-curricular activities for overall development of the students.</p>	W-O Strategies	<p>WO1 : Hire research scholars/ Professors and retired faculty on visiting basis that can plug the faculty shortage.</p> <p>WO2 : Increase interaction with premier institutions to increase the supply of qualified faculty.</p> <p>WO3 : Develop soft skills in students through proper training.</p> <p>WO4 : Establish Wi-Fi and high-end computing facility which can be used for academic and consultancy purposes.</p> <p>WO5 : Strengthen libraries.</p> <p>WO6 : Staff Quarter and Guest House facility.</p>
S-T Strategies	<p>ST1 : Offer PG programmes or electives to suit service sector needs better.</p> <p>ST2 : Equip labs with more modern technical setup to catch-up with rapidly changing technologies.</p> <p>ST3 : Offer scholarships to attract talented students to gain competitive advantage.</p> <p>ST4 : Utilize services of retired teachers on contract basis or visiting faculty lecture scheme.</p> <p>ST5 : Add more UG courses.</p> <p>ST7 : Train faculty in pedagogy/ management and frontier areas of technology.</p> <p>ST8 : Improve system performance by achieving autonomy, office automation, and staff training.</p> <p>ST9 : Environmental protection and green campus activities.</p>	W-T Strategies	<p>WT1 : Initiate action to get qualified people on contract basis who have better knowledge about latest technology.</p> <p>WT2 : Establish and increase research</p> <p>WT3 : Offer more PG programmes so that scholars can handle classes to plug the gap.</p> <p>WT4 : Strengthen Continuing Education cell and offer industry oriented add-on courses.</p> <p>WT5 : Establish Student Counselling Cell.</p> <p>WT6 : Strengthen Career Guidance and Placement Cell.</p> <p>WT7 : Obtain ISO Certification for better Credibility.</p>

2.3 **Specific objectives of the proposal and elaborated specific objectives and expected results, in terms of Institutional strengthening and improvements in employability and learning outcomes of graduates, linked with SWOT analysis.**

The institute stands for the following;

VISION: *The College envisions to become the premiere provider for learning, research and innovation in the region fostering intellect, creativity, leadership and character in an active student centred learner community.*

MISSION: *To provide students with the fundamental knowledge, foundation for a life time of learning of inter-disciplinary problem involving skills, societal and business awareness, confidence required to excel in their chosen professions, and to be leader in the global environment*

To maintain a collegial supportive and diverse environment that encourage our students, faculty and staff to achieve the best of their abilities and share the responsibilities of citizenship and service in the global community.

To promote appreciation of cultural diversity, social responsibility and academic excellence.

To enrich lives, improve society, and address global challenges by providing scientifically trained leaders and enhancing public understanding of science

VALUES : *Activities of the institution will be Impartial, Transparent, Ethical, and ensuring Equity and Excellence.*

Objectives

The general objectives of the proposal are aligned with the institutional vision and mission. The proposal pursues a strategic planning for institutional development, keeping the SWOT analysis in view. The comprehensive objective of the institute is **"to raise the institute from the present stage to a hub of brilliance with national acceptance"**. As such, the general objectives are arrived at from various perspectives.

- Improve Employability and Learning Outcomes of Students
- Enhance Industry- Institute and Society-Institute Interactions
- Augment Research and Consultancy Services
- Empower and Motivate Employees for Improved Performance
- Expand Teaching-Learning Facilities
- Implement Institutional Reforms

The Specific objectives under each general objective have been set based on TOWS matrix strategies as identified in SWOT analysis. The details of general objectives, specific objectives, linkage with SWOT analysis and Expected results are given in the following tables.

IMPROVE EMPLOYABILITY AND LEARNING OUTCOMES OF STUDENTS	
GENERAL OBJECTIVE – 1	<p>SPECIFIC OBJECTIVES</p> <ul style="list-style-type: none"> Promote entrepreneurship ventures and consultancy projects by meritorious students under the guidance of teachers (SO1) Introduce PG programmes in at least 4 subjects or electives to suit service sector needs better (ST1) Establishment of Demonstrative Fish Pond and Nursery in collaboration with Department of Fisheries. (SO4) Conduct Industrial consultancy/training to students in the final year (SO4) Conduct remedial classes to weak students (SO8) Develop positive attitude in students through counselling (WT5) Establish an effective feedback system from the alumni (WT6) Equip laboratories with more modern technical set-up to catch-up with rapidly changing technologies (ST2) Provide scholarships to attract talented students to gain competitive advantage (ST3) Establish Wi-Fi and high-end computing facility which can be used for academic and consultancy purposes (WO4) Establish and increase research (WT2) Acquire ISO certification for institution for better credentials (WT7) Strengthening co-curricular activities like sports by establishing state of art gymnasium, auditorium, preparing ground for track and field events. (SO9)
	<p>Expected results:</p> <ul style="list-style-type: none"> Become a supplier of world class graduates with entrepreneurial ability. Increase number of Post-Graduates by 200%. Attain 80% transition rate. 100 % placement. More students qualifying in competitive examinations. Minimum 25% PG students taking up research.
ENHANCE INDUSTRY-INSTITUTE AND SOCIETAL-INSTITUTE INTERACTION	
GENERAL OBJECTIVE – 2	<p>SPECIFIC OBJECTIVES</p> <ul style="list-style-type: none"> Strengthen the Entrepreneurship Development Centre (SO5) Promote entrepreneurship ventures and consultancy projects by meritorious students under the guidance of teachers (SO1) Implement combined projects by attaining MoU with other departments (SO4) Use high-end computing facility for consultancy purposes (WO4) Improving the interaction through Visiting Faculty Programme by inviting experts on various subjects (SO4) Combined ventures such as Workshops, Seminars, and Conferences by Institute and Industry (SO4) Provide services to Tribal community through technology enabled societal intervention activities (SO5)
	<p>Expected results:</p> <ul style="list-style-type: none"> Training to supplement teaching and learning at the institution to produce ready to employ graduates. Projects with direct social impact especially for Tribal development. Nurturing Entrepreneurs from campus.

	AUGMENT RESEARCH AND CONSULTANCY SERVICES
GENERAL OBJECTIVE – 3	<p>SPECIFIC OBJECTIVES</p> <ul style="list-style-type: none"> Equip labs with more modern technical set-up to catch-up with rapidly changing technologies (ST2) Establish and increase research for faculty and PG to improve research activities(WT2) Experimental test set-up and testing facility can be established for consultancy from private/Govt. organizations (ST2) Encouraging publications in conferences and journals (SO7) Support to participate in international events such as conferences, workshops, and seminars.(SO7) Meritorious students with scholarships can participate in consultancy projects under the guidance of teachers and help to establish new entrepreneurship ventures(SO1) Training on advanced technology areas for faculty/staff (ST7) Undertake Research in different streams (SO7)
	<p>Expected results:</p> <ul style="list-style-type: none"> Increase in Consultancy projects, Research, Publications and patents to reach top echelons in limited time. To involve 75% of faculty in research activities. To have MoUs with industry for collaborative activities. Improved Industry-Institute interactions and achieve minimum 6 industry interactions/year.
	EMPOWER AND MOTIVATE EMPLOYEES FOR IMPROVED PERFORMANCE
GENERAL OBJECTIVE – 4	<p>SPECIFIC OBJECTIVES</p> <ul style="list-style-type: none"> Conduct short term courses by eminent Professors from Universities and other research institutes aimed at knowledge and skill development for faculty(ST7) Pedagogical training to all faculty members (ST7) Training on life skills for all levels of staff (ST8) Training on service and purchase rules, and establishment procedure for administrative staff(ST8) Training on industry systems with in-plant exposure, to faculty and technical supporting staff(SO3) Training on Innovative content development to faculty(ST7) Managerial Development Programs for officials and senior faculty(ST7) Practical training to keep pace with advancements in information and communication technology
	<p>Expected results:</p> <ul style="list-style-type: none"> Achieve overall development of the employees by imparting life skills along with the required technical training from time to time. Impart necessary training to 100% of faculty and staff during the project period. All senior faculty trained in institutional management. 75% of faculty sponsored for conferences/workshops/seminars/academic interactions in premier institutions in India and abroad.

EXPAND TEACHING AND LEARNING FACILITIES	
GENERAL OBJECTIVE – 5	<p>SPECIFIC OBJECTIVES</p> <ul style="list-style-type: none"> Equip labs with more modern technical set-up to catch-up with rapidly changing technologies (ST2). Utilize services of retired teachers on contract basis or visiting faculty lecture scheme(WO1) Hiring research scholars/Professors from other institutes on visiting basis that can plug the gap (WO1) Obtaining subscriptions for more on-line refereed journals(WO6) Procuring recently published books and periodicals (WO6) Enhancing facilities of digital library(WO6) Develop positive attitude in students through proper training (WT5) Establish WI-Fi and high-end computing facility which can used for academic and consultancy purposes (WO4) Initiate action to get qualified people on contract basis who have better knowledge about latest technology (WO1) Offer more PG programmes so that scholars can handle classes to plug the gap Start more UG programmes (ST6) Procuring additional furniture for offering comfortable learning environment(ST2) Enhancement of audio-visual facility for smart class rooms(ST2).
	<p>Expected results:</p> <ul style="list-style-type: none"> Become self-reliant through improved pedagogical methods, gaining access to knowledge sources like E-library, E-journals and Webinars and by utilizing the services of experienced faculty from premier institutions. Full WI-Fi campus. 100% smart class rooms Live & Deferred streaming of expert lectures and Educational Resource Centre.
IMPLEMENT INSTITUTIONAL REFORMS	
GENERAL OBJECTIVE – 6	<p>SPECIFIC OBJECTIVES</p> <ul style="list-style-type: none"> ISO Certification of the Institution(WT7) Automation of institute administration(ST8) Creation of facility for IT enabled course management which can be utilised by host as well as neighbouring institutions(ST8). Environmental protection and green campus through activities of Nature clubs(ST9) Construction of Staff quarters and Faculty Guest House to facilitate in-house and guest faculty (WO6)
	<p>Expected results:</p> <ul style="list-style-type: none"> Achieve an international reputation for the institution within 5 years. Attract meritorious students and staff to the institute. Offer technical education with the state of the art facilities in a green campus. Network with sister institutions for a synergistic development. Improved system to contribute substantially for the Nation building.

2. 4 Action Plan to achieve the results and to implement the proposal

The action plan is prepared keeping the general and specific objectives in view .

a. Improving employability of graduates

It is proposed to tackle the employability issue of students by short-term and long-term measures. During the project period all the short-term measures will be implemented and long-term measures initiated. The short-term measures include the following;

1. Conduct remedial classes to weak students

The present transition rates of students are in the range of 50%. The result analysis of the students have been already carried out and the subjects in which the failures rates are high have been identified. It is proposed to conduct remedial classes to the weak students in such subjects during evening hours and holidays. The services of faculty, guest faculty, PG students and experts from outside the institution will be utilised for the purpose. It is expected to increase the overall transition rate above 80 %(50% in case of SC/ST) by the end of the project period.

2. Develop positive attitude in students through counselling

A large percent of the students in the institution are hailing from peripheral and adjoining areas of the Punjab State. Most of them are at present staying in hostels without proper care and this has led to some negative attitude in few students (one of the weaknesses identified during the SWOT analysis). It is proposed to establish a full fledged Counselling Cell in the institution and enhance the counselling activities and develop positive attitudes in students. It is also proposed to conduct regular training programmes by professionals.

3. Establish Finishing School for Communication and Soft skill development

From the feedback obtained from the recruiters, it is identified that lack of proper communication skills and soft skills are the major weaknesses of the students who hail from rural background and from economically weaker sections. It is proposed to establish a Finishing School to improve the soft skills of the students. The Language lab will be strengthened. Diagnostic test will be conducted and the students

screened. It is planned to conduct intensive training programmes in communication skills on a regular basis. Soft skill development programmes also will be conducted on a regular basis.

4. Strengthen the facilities of the Career Guidance & Placement Cell

It is proposed to strengthen the Career Guidance and Placement Cell of the institution with state of the art facilities. Group discussion facility, conference room facility, Interview rooms and a state of the art digital seminar hall with facilities for audio and video conferencing will be established for the purpose. Steps will be taken to Improve the presentation skills and personal interview skills of students. Training on group discussions, and interviews and analytic capabilities and other interview skills will be conducted on a regular basis. Mock interviews and mock group discussions will be arranged with the assistance from industry. Professionals, especially those from the Human Resources wing of reputed industries shall be invited to conduct sessions on improving the communication skills of students. Regular examinations and review will be conducted to assess the success of such programmes.

5. Provide scholarships to attract talented students

It is proposed to offer more scholarships to students from economically weaker sections which in turn will attract meritorious students to prefer the institution. This will attract more students to come forward for UG and PG programmes.

6. Improve credibility and visibility of the institution

The visibility and credibility of an institution will help in attracting meritorious students to prefer the institution. It is proposed to get ISO certification for the institution within two years for better credibility. It is also proposed to host National Conferences, Workshops and Seminars in thrust areas to increase the visibility of the institution at the National and International level. Experts from National institutions will be invited to interact with the students and faculty. This will also provide an opportunity to showcase the activities of the institution before experts.

7. Conduct coaching classes for competitive Examinations

Under this scheme SC/ST/OBC students are given special coaching in evening hours and on holidays. During the project period it is proposed to extend the coaching classes to other competitive examinations and also to include all categories on students. Special preference will be given to girl students who constitute more than 50% of the student population. The students will be encouraged to participate in such competitive exams, Previous questions will be discussed, solved questions will be distributed and practice test conducted on a regular basis.

Action Plan for Increasing Employability

Sl. No.	Activity	Project Duration (Months)															
		1-3	4-6	7-9	10-12	13-15	16-18	19-21	22-24	25-27	28-30	31-33	34-36	37-39	40-42	43-45	46-48
1	Conduct remedial classes to weak students																
2	Establish a full fledged counseling cell																
3	Conduct programmes for developing positive attitudes among students																
4	Strengthen the Language lab facilities																
5	Communication and Soft skill development programmes																
6	Strengthen the facilities of the Career Guidance & Placement Cell																
7	Placement training programmes																
8	Conduct of mock competitive examinations																
9	Establish Finishing school																
10	Conduct of bridge Courses																
11	Improve credibility and visibility of the institution a. NBA Accreditation of all eligible course b. ISO certification of the institution																
12	Provide scholarships to attract talented students																
13	Industrial training to students																
14	Conduct add-on courses																
15	Designing of industry-oriented curriculum																
16	Strengthening the network of alumni																
17	Training for GATEIES and other examinations																
18	Establish Educational Resource Centre																

b. Increased Learning Outcome of Students

It is proposed to improve the learning outcomes of students by a set of activities as given below.

1. Modernisation of existing laboratories

The existing laboratories will be modernized by the introduction of latest equipments and machinery. The existing facilities will be enhanced so that the batch size for experiments can be reduced in lab classes and the students get more exposure to the equipment and experiments.

2. Establishment of new Laboratories

Advanced laboratories will be set up during the first 18 months so that the existing UG and PG courses will be benefitted.

3. Enhancing Digital Classrooms and Seminar halls

Conversion of existing classrooms to fully digital ones will be undertaken on a priority basis. The seminar halls will have all facilities for easy dissemination of information and also for video conferencing with the outside world. Structured delivery of lectures will be ensured through smart class rooms and digital content.

4. Expert Lectures under Visiting Faculty Programme

The college is to develop a provision for inviting experts of various disciplines to give lectures to the students under the Visiting Faculty Programme. This facility will be enhanced by bringing in more faculty from reputed institutions to deliver such lectures. Scientists from Research institutions and industry also will be invited for lectures in thrust areas. Arrangements also will be made for the Live and deferred streaming of lectures so that more number of students can have access to the content. The Edusat facility existing in the institution will be strengthened for receiving and telecasting expert lectures from other premier institutions.

5. Improved Performance appraisal of instruction

Performance appraisal of the staff members by students are done at the end every session. An early effort will be made for getting a macro level feedback on the basis of knowledge, skills and attitude of the teacher. A mid session detailed feedback on the total effectiveness of the course contents, subject delivery and teaching-learning process will help in improving the processes by making use of the suggestions from students. The end session feedback will focus on the achievements of objectives,

knowledge, skills, and attitude etc. The feedback forms will be standardised and it is proposed to computerise the entire system for ease in implementation and operation. This would be reviewed and the appropriate corrective action will be taken. Class committee meetings will be conducted to monitor the progress of syllabus coverage, evaluation and quality of content delivery. Since the performance appraisal system is already in practice, the proposed improvements will get acceptability by faculty.

Action plan for Increasing Learning Outcomes

Sl. No.	Activity	Project Duration (Months)													
		1-3	4-6	7-9	10-12	13-15	16-18	19-21	22-24	25-27	28-30	31-33	34-36	37-39	40-42
1	Modernisation of existing laboratories.														
2	Establishment of new Laboratories														
3	Enhancing Digital Classrooms and seminar halls														
4	Structured delivery of lectures through smart class rooms														
5	Live and deferred streaming of expert lectures														
6	Expert Lectures under Visiting Faculty Programme														
7	Formative evaluation: Practice tests and quizzes														
8	Standardisation of Summative evaluation system														
9	Regular Performance appraisal of instruction														
10	Development of E-content through DSpace														
11	Introduction of M-Learning														
12	Industry oriented project work by students														
13	Awareness and training on latest software tools and Industry standards														
14	Strengthen Innovation Centre														
15	Undertake Socially relevant project work														
16	Conduct of project contests														
17	Establishment of collaborative learning assistance cell														
18	Set up Educational Resources portal														
19	Sponsor students for participation in technical events, Industrial visits														
20	Introducing new curriculum in tune with the latest developments														

c. Achieving the targets of 50% of the eligible UG and PG programmes accredited within two years of joining the Project and 80% accreditation obtained and applied for by the end of the Project of the eligible UG and PG programmes

Institute was accredited by NAAC in 2012 and was awarded prestigious 'A' Grade.

d. Implementation of academic and non academic reforms

One of the major objectives outlined in the project implementation plan is the implementation of academic and non academic reforms such that the administration becomes transparent, efficient and accountable.

- Promote E-learning and m-learning: Set up state of the art resources and facility for e-learning.
- Web based Content generation and hosting
- Web based course management (content, examinations, evaluations, submission of assignments, etc.)
- Offering value addition courses as per market demand
- Examination Question Bank for all subjects
- Development of visual and virtual lab for all laboratories
- Live and deferred streaming of expert lectures
- Incentives for faculty for obtaining research projects, publications in journals, patents etc.
- Joint consultancy with Institution through Centre for Industrial Consultancy and sponsored research
- Offering skill development courses through Continuing Education Centre
- Strengthening of Innovation Centre

e. Improving interaction with industry

- Interaction with industries, R&D organizations and other premier institutes will make the faculty improve their familiarity with industrial practices help to maintain their touch with the latest developments.

- To boost industry institute interaction, it is proposed to strengthen the Industry-Institute Interaction centre of the institution.
- MoU will be signed with companies and which in turn will formalise the interaction with such organisations. Proper interaction between these Industries with the institution can make use of the testing facilities and research facilities.
- Industrial training programmes for students
- Faculty training in Industry
- Undertake industry visits by students.
- Invite industry executives to the college to deliver lectures.
- Participate of experts from industry in the curriculum development team.
- Industry support to basic research
- Industry oriented projects for student
- Academic intervention in solving specific industry problems
- Conduct of programmes for working professionals in the industry
- Workshops, conferences and symposia with joint participation of Industry
- P.G. projects/dissertation work in industry under joint guidance of the faculty and industrial experts
- Strengthening Intellectual Property Right (IPR) Unit of the College
- Industry Personnel as Adjunct Faculty in the college

f. Enhancement of research and consultancy activities

1. Action Plan for Research Enhancement

One of the main objectives is to increase the research output of the institution and involve majority of faculty into research related activities. It is proposed to quantitatively increase and qualitatively improve research by faculty individually, jointly and collaboratively. At present 1 UGC research project has been submitted and other projects are underway at our institute. It is proposed to enhance the R&D activities and strengthen the activities already undertaken. The following action will be taken.

- Encourage faculty to take up socially and locally relevant research
- Encourage faculty to take up inter-disciplinary research

- Encouraging faculty to publish research papers in refereed journals through provision of proper incentives.
- Take up Industry and Government sponsored projects
- Providing opportunity for faculty for short research visits to renowned academic and research centers.
- Faculty exchange programs may be introduced with other educational institutions around the world
- Wide exposure to faculty to frontline research within India and abroad.
- Initiate steps to sign Memoranda of Understanding (MOUs) with reputed international/national universities
- Developing research interest among undergraduate students
- Provide research fellowship/scholarship to students to take up research
- Provide Financial support for taking up innovative projects.
- Provide financial assistance to students for technical paper presentations
- Provide awards to the best projects at PG level.
- Conduct Open house to showcase the research facilities
- Conduct project exhibition and project contests
- Documentation of projects and preparing a digital repository of reports

2. Consultancy

The major modes of interaction intended are;

- Taking up socially relevant projects as consultancy work
- Professional consultancy to Industry by the faculty.
- Joint research programmes and field studies by faculty and people from Industries.
- Establishing network activity with other Colleges and research institutions
- Participation in Industrial exhibitions and trade shows
- Visit by faculty and technical staff to major research organisations

- Discussion and delivering lectures on innovative practices, trends and experiences by experts.
- Dissertation and research projects of IGNOU and DDE students are being supervised by college faculty.

2.5 Action plan for improving employability of SC/ST/OBC/academically weak students

Large number of students enrolled in our institute belong to SC/ST/OBC/Academically weak section of the society. Considering such a huge proportion of students belonging to these categories in the rolls, it is very important that the college caters to weaker students of these sections. Even though the students who are admitted to the college are highly meritorious, special care shall be taken to ensure that academically weak students of these categories come out successful in examinations. Special classes for them will be undertaken.

1. Finishing School

The students hailing from socially and economically section has some inherent drawbacks, lot of social issues and personality traits which have to be rectified to make the weaker students employable. Communication skills improvement, additional coaching in soft skills, and personality improvement through counselling etc. can be attempted to rectify the above mentioned drawbacks and ensure equity. It is proposed to establish a finishing school and conduct programmes to fine tune the soft skills of all students with special emphasis on weaker section and SC/ST category. It is proposed to conduct special programmes after completion of the course, during the course and during recruitment drive to enable the weak students to over come their limitations. The finishing school would ensure that the students passing out from the institution will have enough soft skills to be acceptable to the industry. It is also planned to conduct bridge courses which will bridge the gap between the knowledge gained in class rooms and skills demanded by the industry.

2. Improving the academic performance of SC/ST/OBC/academically weak students

The major problem faced by SC/ST/OBC students are the language barrier. It is proposed to strengthen Language lab facilities during the project and conduct special programmes to improve language and communication skills. It is also planned to

prepare course note and other resource material exclusively for this purpose. Solved question banks will be prepared and discussed in such classes.

3. Remedial classes

We have initiated steps to increase transition rates by providing special coaching in subjects where failure percentage is high. The result analysis of the students have already been carried out and subjects with high failure rates have been identified. Special coaching will be provided to students on evenings and holidays to weak students. A corpus fund will be formed with the donation from Alumni, Parents, staff and well wishers and the interest accrued will be distributed as assistance to deserving students. It is planned to support 50 students annually under this scheme.

Tutorial period has been carved out for providing remedial teaching to the students of all the classes. These students will be identified with the consultations of the subject teachers and then action plan has been devised. It is proposed to start remedial tutorial classes for these students in all the available subjects. A massive project regarding this has been initiated.

4. Skill development classes

There are large number of schemes initiated by state government the development of the skills in youth. The college is determined to provide awareness to students regarding various schemes of state govt. and also putting effort to develop such vocational skill development evening courses for acquiring additional skills to improve employability. There is also a scheme for providing assistance to SC/ST/OBC students for coaching in competitive exams.

Sl. No.	Activity	Project Duration (Months)													
		1-3	4-6	7-9	10-12	13-15	16-18	19-21	22-24	25-27	28-30	31-33	34-36	37-39	40-42
1	Conduct remedial classes to weak students														
2	Establish a full fledged counseling cell														
3	Establishing Finishing school														
4	Strengthen the Language lab facilities														
5	Conduct of Communication and Soft skill development programmes														
6	Strengthen the Career Guidance & Placement Cell														
7	Placement training programmes														
8	Conduct of mock competitive examinations														
9	Scholarships/ Assistance to economically weak students														
10	Conduct and-on courses														
11	Conduct training for GATE/IFS and other competitive examinations														

2.6 Action plan for strengthening of PG programmes and starting of new PG programmes

The college has, at present, one postgraduate programme in Geography and it is proposed to start Four more PG programmes during the project period, M.Sc. Botany, M.Sc. Zoology, M.A Education and M.A Mathematics. Infrastructure for four new departments has to be developed including modern laboratories with state of the art equipment for PG in Science subjects, and arrangements for faculty have to be made to start the courses.

The institute has strategically decided to increase the enrolment and to improve quality of Master's level programmes. Because of limited resources, the enrolment in PG level is low. On improvement of quality and funding, total enrolment in Masters will be increased. Better quality students can be attracted with better academic results, good learning resources, quality teaching and research environment and better assistantships.

Therefore, the action plan comprises:

- Investments in faculty and staff development by training them in India and abroad through conferences/seminars/short term courses/ symposia etc.
- Procurements for development of new laboratories and new PG Programmes
- Upgradation of existing labs
- Modernization of library
- Improving relevance of curricula
- Enhancing interaction with industry
- Improving competence of faculty and staff

2.7 Training Need Analysis

Summary of Training Needs Analysis carried out

All faculty, technical staff and supporting staff were included in the training need analysis of the institution. The proforma for TNA was circulated to all and the data were collected. Based on the institutional requirements and gap areas identified a detailed training plan was prepared. The type of training and topics were identified based on the individual requirement, departmental requirement and Institutional requirements. The type of training programmes include Basic and Advanced pedagogy, Subject/domain knowledge enhancement, Attendance in activities such as workshops, seminars, Improvement in faculty qualifications, Improving research capabilities. The identified subjects were classified into four tables Trade skill training, Faculty training, Life skill training, and Managerial training. The detailed list of institutions offering courses in above areas have been collected along with the training schedule. In areas where large number of faculty and staff have to be trained, In-house courses are planned. The schedule is prepared in such a way that the overall activities of the institution are not affected.

2.8 ACTION PLAN FOR FACULTY DEVELOPMENT

S.No.	Functional Area	No. of persons to be trained	Place where the training to be provided	Time Period
1	Up-gradation of qualifications	7	University of Jammu/ other Universities of the State and Country	2013-17
2	Knowledge in new and emerging areas	35	University of Jammu/ other Universities of the State and Country	2013-17
3	Improving competence in Teaching Methodologies and Development of learning resources and teaching aids	21	University of Jammu/ other Universities of the State and Country	2013-17
4	Improving competence in research and consultancy and managing linkages with Institutions / Industry	14	University of Jammu/ other Universities of the State and Country	2013-17
5	Personality Development Programmes, General Management & Administration, Quality Management	18	University of Jammu/ other Universities of the State and Country	2013-17
6	Deputation to conferences, seminars, presentation of research papers	As per the needs of faculty & staff.		2013-17

ACTION PLAN FOR TRAINING OF ADMINISTRATIVE STAFF

The administrative supporting technical staff shall be trained in office procedures, software, office automation, maintenance of records, procedures, etc. The detailed plan of training is given below :

S.No.	Functional Area	No. of persons to be trained	Place where the training to be provided	Time Period
1	Office Procedures, Financial and Purchase rules, RTI and other Legal matters, maintenance of records and other functional areas.	4	Inst. Of Secretariat Trg. & Mgt., New Delhi / Inst. Of Socio Economic Research and Action (ISERA), New Delhi	2013-17
2	Use of Modern Office Equipment, Software, Office Automation	3	University of Jammu	2013-17

2.9 Relevance and coherence of Institutional Development Proposal with State's/ National (in case of CFIs) Industrial / Economic Development Plan.

The key policy objectives of the State, inherent in the States' vision statement can be represented as:

- Quality and Excellence in Education
- Academic and Administrative Reforms
- Equity and Inclusion
- Expansion of access to Higher Technical Education
- Public Private Partnership
- Research-centered education
- Network cluster among institutions for resource sharing
- Accountability

Our State's economy is transforming into a service economy with high inward remittance and skilled technical human resources. Development of more enterprises by fortifying the skilled human capital and promoting investments in all the sectors to entail in the total economic development of the State through employment generation and export oriented business is the major objective of the Economic policy of the State. In order to generate higher economic growth, high priority is given to creation of high quality infrastructure, skilled human capital, technology up-gradation and enterprise promotion. Highest priority is given to manpower development and skill up-gradation which helps in generation of employable manpower. The value to products and services through utilizing available resources in the State is also given priority. The IDP of the institution is framed in line with the policy of the state to generate high quality employable graduates with enough skills demanded by the Industry. It also has schemes to ensure equity by giving higher priority to disadvantaged and weaker sections of the society. The Government of India, particularly the Ministry of Human Resources Development have taken up a series of project towards improving the quality of science graduates and also enabling the faculty members to take research initiatives. The Development Proposal of the institute presented here is in tune with the above aim. Schemes have been included in the IDP for societal interventions and the development of the backward area. As the oldest and largest Degree College in the district, it is also envisaged to take the lead role in technical assistance to the district administration. The IDP aims at creating graduates with better employability so that they will be able to easily adapt to changing industrial

scenario. It is also drafted with the aim of increasing employability, increasing learning outcomes, increasing Research and development and generating highest quality trained man power for the nation building.

2.10 Participation of departments/faculty in the IDP preparation

The Institutional Development Proposal of Govt. Degree College (Boys), Kathua is a result of team work and series of sessions wherein all the faculty and staff members of the institute had a significant role. Brain storming sessions have been organised to develop the developmental needs of the institution. The SWOT analysis and Training need analysis were well received by the faculty and staff and they whole heartedly participated in the exercise. All of them were listened to, their ideas debated and accepted based on merit. The Coordinator of the programme prepared this report with the assistance from the Principal and all other staff members. There was a faculty representative from each department who ensured that the data and proposals from the respective department were prepared inline with the institutional development objectives. The staff members in charge of the laboratories took special care to prepare and present the laboratory needs in line with the stated objectives. Care was taken at each step to ensure that all the staff members are involved in the process and all departments are well represented. The proposal has been prepared after several rounds of brain storming sessions in the departments of the institution among faculty, technical staff, students and other administrative staff. All faculty members and supporting staff have involved in the activity in one capacity or other.

2.11 Institutional project implementation arrangements

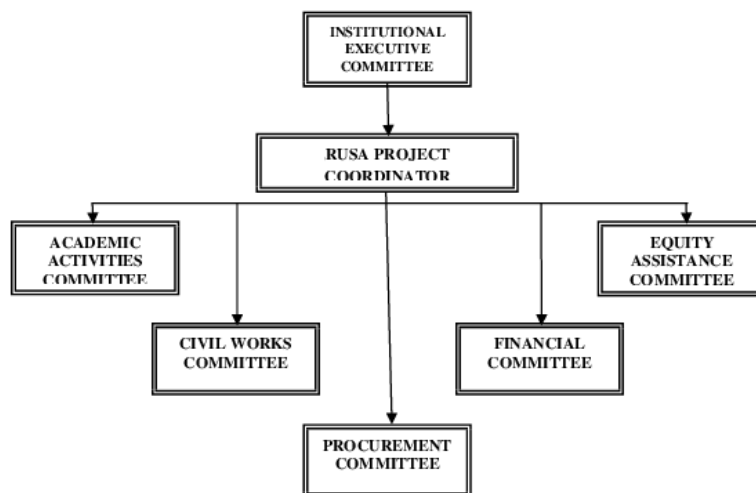
The institute has taken all the necessary steps specified as requirements in the proposal including the constitution of Executive Committee, appointment of project coordinator and nodal officers. All departments were informed well in advance about the guidelines of the project as explained in the project implementation plan. The faculty and staff have been sensitized about the Project Implementation Programme (PIP) and they are prepared to take up the project once it is approved. The project will be managed by the an institutional Project Management Unit consisting members from all departments, senior administrative officers and technical and non-technical support staff. Principal will be the head of the Executive Committee which will be responsible for implementation of

the institutional sub project. Project Coordinator, a senior professor, will ensure that the decisions of the Executive committee are implemented.

Executive Committee members

1. Prof. Gopal Sharma
2. Prof. Anirudh Sharma
3. Prof. Gurdial
4. Dr. Ram Singh
5. Dr. Suraya Partap Singh

Institutional Project Coordinator Prof. P.K. Rao (Head, Department of Botany)



The institutional unit will operate through committees for academic activities, procurement, civil work, equity assurance and finance plans. The nodal officers for each activity are given below.

Committee	Nodal Officer	Designation
Academic Activities	Prof. Sumanesh Singh	Assoc. Prof., Dept. Of Chemistry
Civil Works including Environmental Management	Dr. R. K. Manhas	Asstt. Prof., Dept. Of Botany
Procurement	Prof. Gopal Sharma	Head, Department of Commerce
Financial Aspects	Prof. Gopal Sharma	Head, Department of Commerce
Equity Assurance Plan Implementation	Dr. Tejinder Kour	Head, Department of Punjabi

2.12 Institutional Project Budget

S.No.	ACTIVITIES	PROJECT LIFE ALLOCATION	FINANCIAL YEAR				
			2012-13	2013-14	2014-15	2015-16	2016-17
1	Infrastructure		Amount in Crores				
i	Modernization and strengthening of laboratories	0.15	NA	NA	0.05	0.05	0.05
ii	Establishment of new laboratories for existing UG and PG programs and for new PG programs	0.8	NA	NA	0.3	0.3	0.2
iii	Modernization of classrooms	0.15	NA	NA	0.05	0.05	0.05
iv	Updation of Learning Resources	0.1	NA	NA	0.04	0.03	0.03
v	Procurement of furniture	0.15	NA	NA	0.05	0.05	0.05
vi	Establishment/Upgradation of Central and Departmental Computer Centres	0.2	NA	NA	0.07	0.07	0.06
vii	Modernization /improvements of supporting departments	0.2	NA	NA	0.07	0.07	0.06
viii	Modernization and strengthening of libraries and increasing access to knowledge resources	0.15	NA	NA	0.05	0.05	0.05
ix	Refurbishment (Minor Civil Works)	0.2	NA	NA	0.07	0.07	0.06
	Sub Total 1	2.1	NA	NA	0.75	0.74	0.61
2	Research and development support						
i	Providing Teaching and Research Assistantships to increase enrolment in existing and new PG programmes	0.2	NA	NA	0.07	0.07	0.06
ii	Provision of resources for research support	0.2	NA	NA	0.07	0.07	0.06
iii	Enhancement of R & D and institutional consultancy activities	0.1	NA	NA	0.04	0.03	0.03
	Sub Total 2	0.5	NA	NA	0.18	0.17	0.15
3	Faculty Development Support						
i	Faculty and Staff Development (including faculty qualification upgradation, pedagogical training, and organizing/participation of faculty in workshops, seminars and conferences)for improved competence based on TNA	0.5	NA	NA	0.17	0.17	0.16
	Sub Total 3	0.5	NA	NA	0.17	0.17	0.16
4	Institutional reforms						
i	Technical assistance for procurement and academic activities	0.5	NA	NA	0.18	0.17	0.15
ii	Institutional management capacity enhancement	0.5	NA	NA	0.18	0.17	0.15
	Sub Total 4	1.0	NA	NA	0.36	0.34	0.3
5	Academic support						
i	Creation of new departments/courses	1.0	NA	NA	0.4	0.3	0.3
ii	Enhanced Interaction with Industry	0.2	NA	NA	0.07	0.07	0.06
iii	Student support activities	0.5	NA	NA	0.18	0.17	0.15
	Sub Total 5	1.7	NA	NA	0.65	0.54	0.51
6	Others	1.0	NA	NA	0.35	0.35	0.3
	Grand Total	6.8	NA	NA	2.46	2.31	2.03

2.13 Targets Against the Deliverables

Indicator	Weightage	Present Rating	Present Score	Target Rating	Target Score
GOVERNANCE QUALITY INDEX – 16 %					
%of Faculty Positions vacant	2.0%	3	6	0	0
%of Non-permanent faculty	4.0%	3	12	0	0
%of Non-teaching staff to teaching staff	3.0%	3	9	4	12
Total no of under graduation programs	1.0%	4	4	5	5
Total no of post graduate programs	1.0%	1	1	4	4
Total no of doctoral programs	1.0%	0	0	0	0
Faculty appointment-turn around/cycle time in months	2.0%	0	0	0	0
Delay in payment of monthly salary payment of faculty	2.0%	0	0	0	0
ACADEMIC EXCELLENCE INDEX- 21.5%					
Delay in exam conduction and declaration of results	3.5%	2	7	1	3.5
Plagiarism Check	1.0%	0	0	3	3
Accreditation	4.0%	5	20	5	20
Teacher Student ratio	4.0%	4	16	5	20
%of Visiting professors	1.0%	1	1	3	3
%of graduates employed by convocation	0.5%	1	0.5	3	1.5
%Number of students receiving awards at National and International level	0.5%	2	1	3	1.5
%of expenditure on Library, cyber library and laboratories per year	1.0%	2	2	4	4
Ratio of expenditure on teaching staff Salaries to non-teaching staff salaries	1.0%	4	4	4	4
%of faculty covered under pedagogical training	1.0%	1	1	4	4
%of faculty involved in “education”	0.5%	3	1.5	4	2
Dropout rate	1.5%	1	1.5	1	1.5
No of foreign collaborations	1.5%	0	0	2	3
Subscription of INFLIBNET	0.5%	4	2	5	2.5
EQUITY INITIATIVE INDEX -12.5%					
SC Student %	3.0%	1	3	3	9
ST Student%	3.0%	1	3	3	9
Gender Parity	3.0%	4	12	5	15
Urban to Rural Student population	2.0%	4	8	5	10
Existence of CASH	0.5%	1	0.5	3	1.5
Existence of Social Protection Cell	0.5%	1	0.5	3	1.5
Language assistance programs for weak students	0.5%	1	0.5	3	1.5
RESEARCH AND INNOVATION INDEX-24%					
Per-faculty publications	2.0%	1	2	3	6
Cumulative Impact Factor of publication	3.0%	1	3	3	9

H Index of scholars	2.0%	0	0	2	4
%of staff involved as principal researcher	1.0%	1	1	3	3
%of research projects fully or more than 50% Funded by external agencies, industries etc	2.0%	1	2	3	6
Total no of patents granted	1.0%	1	1	3	3
%of faculty receiving national/international awards	1.0%	1	1	3	3
%of research income	1.0%	0	0	2	2
Doctoral degrees awarded per academic staff	1.0%	0	0	3	3
%doctoral degrees in total number of degrees awarded	3.0%	0	0	0	0
%expenditure on research and related facilities	1.0%	0	0	3	3
Digitization of Masters and Doctoral thesis	0.5%	0	0	3	1.5
UPE/CPE	3.5%	1	3.5	3	10.5
%of Income generated from non-grant sources	2.0%	2	4	3	6
STUDENT FACILITIES – 15%					
No. of new professional development programs	1.0%	0	0	3	3
Existence of Placement Cells and Placement Policy	1.0%	2	2	4	4
%of expenditure on infrastructure maintenance and addition	3.0%	2	6	4	12
Availability of hostel per out-station female student	3.0%	5	15	5	15
Availability of hostel per out-station male student	3.0%	5	15	5	15
%of students on scholarship	3.0%	5	15	5	15
Average scholarship amount per student	1.0%	2	2	4	4
Infrastructure and others -11%					
%Income generated from training courses	1.0%	0	0	3	3
%Income generated from consulting	1.0%	0	0	3	3
Infrastructural sufficiency	3.0%	4	12	4	12
Computer coverage	3.0%	3	9	5	15
Internet connectivity of Campus	3.0%	3	9	5	15
Total	100%		214		338

**Peer Team Report
On
Institutional Re-accreditation
Of
Government Degree College,
Kathua, Jammu and Kashmir**

May 28-30, 2012

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission
P.O. Box No. 1075, Nagarbhavi, Bangalore-560072**

PEER TEAM REPORT ON Institutional Accreditation of Government Degree College , Kathua,(J&K)	
Section 1: GENERAL INFORMATION	
Name and Address of the Institution:	Government Degree College , Kathua,(J&K)
Year of Establishment:	1961
Current Academic Activities at the Institution (Nos.) :	
• Faculties:	04
• Departments:	27
• Course Offered:	Total-07 (UG-06, PG-01)
• Permanent faculty members:	57
• Permanent support staff:	46
• Students :	2340 (M-1224 , F-1116)
Three major features in the institutional context (as perceived by the Peer Team):	<ul style="list-style-type: none"> • Good track record of academic achievement. • Eco-friendly and impressive campus. • Social inclusion.
Dates of visit of the Peer Team (A detailed visit schedule may be included as annexure):	28 th , 29 th and 30 th May , 2012
Composition of the Peer team which undertook the on-site visit	
Chairperson	Prof.Uttam B.Bhoite , Former Vice Chancellor, YCMOU and Bharati Vidyapeeth, 16-Shanthinikethan Housing Society, D.P.Road, Aund, Pune-411077, Maharashtra.
Member Coordinator	Dr. B. Yashovarma , Principal, Sri Dharmasthala Manjunatheshwara College, Ujire 574240, Dakshina Kannada, Karnataka
Member	Dr.A.Kumar , Professor in Management, Bhavnagar University, Old Campus, Bhavnagar, 364002, Gujarat.
NAAC Officer:	Dr. M.S. Shyamasundar , Deputy Advisor National Assessment and Accreditation Council, Nagarbhavi, Bangalore 560 072 (Karnataka)

Section II: CRITERION WISE ANALYSIS	
2.1 Curricular Aspects:	Observations
2.1.1 Curriculum design and development	<ul style="list-style-type: none"> • Adequate involvement of faculty in curriculum design. • Has launched new courses • Short term skill oriented programmes are yet to be initiated.
2.1.2 Academic Flexibility	<ul style="list-style-type: none"> • Offers courses in multiple faculties. • Wide range of optionals available with 63 combinations at UG level. • Opportunity for inter disciplinary studies provided
2.1.3 Feedback on Curriculum	<ul style="list-style-type: none"> • Feed-back is collected from the students on the relevance of the courses. • Steps yet to be taken to remove the deficiencies in the curricula • Mechanism to obtain feed back from other stakeholders is yet to be developed
2.1.4 Curricular update	<ul style="list-style-type: none"> • As it is an affiliated college there is limited opportunities for revision of curriculum at the institutional level • The motive of the college to make the programme relevant is evidenced by introduction of new courses
2.1.5 Best practices in curricular aspects	<ul style="list-style-type: none"> • Add on course in Communicative English has been launched • Launching of courses in emerging areas

2.2 Teaching-Learning & Evaluation	
2.2.1 Admission Process and Student Profile	<ul style="list-style-type: none"> • Process of admission is transparent and direct • Information about admission process is provided through prospectus and website. • Numerical preponderance of girl students.
2.2.2 Catering to the Diverse Needs:	<ul style="list-style-type: none"> • Institution provides educational opportunities to diverse sections of the society. • Students knowledge and skills are not assessed at the time of admission • Remedial courses are introduced in a few departments
2.2.3 Teaching-Learning Process:	<ul style="list-style-type: none"> • Academic schedule and teaching plan are prepared in advance in the beginning of the academic year. • Teachers follow mainly lecture-mode of teaching. • Few departments have departmental libraries.
2.2.4 Teacher Quality:	<ul style="list-style-type: none"> • Adequate number of qualified teachers . • Academically active faculty. • Socially sensitive and committed faculty
2.2.5 Evaluation Process and Reforms	<ul style="list-style-type: none"> • Follows examination methods and schedule prescribed by the university • The academic progress of the students is monitored and the same is communicated to the parents • Merits of the answers are discussed with the students in case of grievance or dispute
2.2.6 Best Practices in Teaching-Learning and Evaluation	<ul style="list-style-type: none"> • Efforts for academic empowerment of the staff by encouraging them to participate in

	seminars, conferences etc. • Development of herbal garden • Women's awareness activities conducted by Women Study Centre and home science department
2.3 Research, Consultancy & Extension:	
2.3.1 Promotion of Research:	• Adequate institutional encouragement and support to the faculty for research • Research advisory Committee is yet to be constituted. • No funded research is being conducted.
2.3.2 Research and Publications Output:	• Good publication record of the faculty. • Remarkable research record in a few departments with two international patents. • None of the departments is recognized as research centre.
2.3.3 Consultancy:	• Consultancy services are yet to be initiated.
2.3.4 Extension Activities:	• Three each active NCC and N.S.S. units. • Commendable work done by Women Studies Centre. • The college has partnered with a few NGO s in community development activities.
2.3.5 Collaborations:	• Though a few collaborative activities are organized, a formal long term MOU is yet to be signed
2.3.6 Best Practices in Research, Consultancy & Extension:	• Good extension activity done by the exclusive girls NCC. • Effective implementation of women related extension activity by the Women Study Centre. • Publication of online Science Journal with ISBN number. • Commendable research done by some teachers in the department of Botany and Chemistry

2.4 Infrastructure and Learning Resources:	
2.4.1 Physical Facilities for Learning:	<ul style="list-style-type: none"> • Well developed infrastructure with spacious class rooms and labs. • Well maintained hostels with necessary amenities for boys and girls. • Adequate indoor and outdoor sports facilities.
2.4.2 Maintenance of Infrastructure:	<ul style="list-style-type: none"> • Efforts to maintain the campus neat and clean are visible. • Maintenance of computers is done by external agency. • There is a need for additional funds for maintenance and upgradation of infrastructure.
2.4.3 Library as a Learning Resources	<ul style="list-style-type: none"> • Spacious independent library building • Efforts needed to rejuvenate the library including its computerization. • Additional financial provision for books and journals needed.
2.4.4 ICT as Learning Resources:	<ul style="list-style-type: none"> • Adequate number of laptops and LCD projectors available • Internet facility is provided but needs a boost. • Computer lab needs further improvement with additional computers of latest configurations
2.4.5 Other Facilities:	<ul style="list-style-type: none"> • Four generators, water coolers and a bus facility available. • Canteen facility , though small, is provided • Health care service is available in the campus.
2.4.6 Best Practices in the development of Infrastructure and Learning Resources :	<ul style="list-style-type: none"> • Separate garden for girls • Well maintained assembly hall. • Good facilities for outdoor games. • Satisfactory compliance of the observations made by earlier NAAC team.
2.5 Student Support and Progression:	
2.5.1 Student Progression:	<ul style="list-style-type: none"> • Drop out rate is high in Science stream mainly because of students shifting to technical

	<p>courses.</p> <ul style="list-style-type: none"> • Good proportion of students go for higher studies. • Need for providing coaching facility for competitive examination is felt
2.5.2 Student Support:	<ul style="list-style-type: none"> • Information provided to students through brochures and handbooks. • Institution provides financial assistance to the needy students • Highly subsidised hostel facility
2.5.3 Student Activities:	<ul style="list-style-type: none"> • Encouragement given to students for extra curricular activities. • Excellent achievements of students in sports and university examinations • Alumni Associationis formed last year but yet to be registered.
2.5.4 Best Practices in Student Support and Progression:	<ul style="list-style-type: none"> • Financial assistance to deserving students. • Large number of eminent people among alumni. • Commendable support by alumni to the college. • Good achievement of NCC students in the competitions at the national and international levels.
2.6 Governance and Leadership:	
2.6.1 Institutional Vision and Leadership:	<ul style="list-style-type: none"> • Dynamic leadership at the institutional and departmental level • Concerted effort for academic excellence. • Proactive approach of the affiliating university for the development of the institution
2.6.2 Organizational Arrangements:	<ul style="list-style-type: none"> • Administration through functional committees • Involvement of teachers in administration at different levels. • Committees need to be more professional
2.6.3 Strategy Development and Deployment:	<ul style="list-style-type: none"> • Staff members are involved in planning of academic activities and their implementation. • Good financial support and

	<p>autonomy given by the government</p> <ul style="list-style-type: none"> • Institutions MIS need to be strengthened.
2.6.4 Human Resource Management:	<ul style="list-style-type: none"> • Harmonious relationship between staff, principal and the management. • Vacant positions may be filled up with permanent staff on a priority basis. • Staff welfare measures are extended as per the State govt. policy only to the permanent staff.
2.6.5 Financial Management and Resource Mobilization:	<ul style="list-style-type: none"> • Adequate additional financial provision needs to be made for the college, by the government. • Education is provided at a nominal and affordable fee. • Statutory financial audit is carried out.
2.6.6 Best Practices in Governance and Leadership:	<ul style="list-style-type: none"> • Generating additional fund for college development • Democratic and participatory administration • Good financial and moral support from the government
2.7 Innovative Practices:	
2.7.1 Internal Quality Assurance System:	<ul style="list-style-type: none"> • IQAC is constituted, however it needs to be more functional and development oriented. • Student participation in the process of quality assurance in the institution is very much limited. • System to evaluate the adequacy of facilities and services is may be yet initiated.
2.7.2 Inclusive Practices	<ul style="list-style-type: none"> • Reasonable fee and transparent admission procedure ensures inclusion of the students from socially and economically backward sections of the society • Five percent concessional weightage given to students from disadvantaged, differently abled and defence category for admissions • Girl students outnumber boys

2.7.3 Stakeholder Relationships:	<ul style="list-style-type: none"> • Institution gets appreciable support from the community • Past and present students are satisfied with performance of the college. • Peaceful, undisturbed atmosphere on the college campus
Section III: OVERALL ANALYSIS	Observations (Strength and / or Weaknesses) on key-aspects
3.1 Institutional Strengths:	<ul style="list-style-type: none"> • Good infrastructural facilities • Providing education at affordable cost • Good institutional leadership of Principal and senior faculty. • Conducive environment for teaching and learning. • Good support by the government alumni and community.
3.2 Institutional Weaknesses:	<ul style="list-style-type: none"> • Frequent transfers of head of the institution and faculty • Lack of facilities for development of soft skill. • Inadequate ICT support. • Incomplete Office and library automation • Inadequate reading space in the library and less satisfactory library services
3.3 Institutional Opportunities:	<ul style="list-style-type: none"> • Ample land for further development. • Starting more need based post-graduate and Honours programmes is possible. • Good potential for involvement of Alumni, Parents and local community in institutional development. • Scope for starting courses in emerging areas.

3.4 Institutional Challenges:	<ul style="list-style-type: none"> • Raising the quality to match global expectations. • Developing the institution as a vibrant centre of teaching and research. • Getting vacant posts filled up • Attracting the students in view of declining enrollment.
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Section IV: Recommendations for quality enhancement of the institution

- More need based UG and PG programme may be started
- Remedial coaching, mentoring and tutorials may be initiated.
- Additional skill oriented short term certificate programmes may be started.
- Computer training may be given to administrative staff.
- Frequent transfer of faculty may be avoided
- Innovative and participatory teaching methods may be introduced with extensive use of ITC.
- Institution may try to get the status of recognized research centre at least in few departments.
- Special attention may be given to library, particularly in terms of appointment of full time librarian, maintenance of books, additional seating space, additional e-resources and internet facility for the students.
- More conferences /seminars may be organised as regular feature.
- Facility for ICT enabled teaching may be strengthened and teachers may be given training and encouragement so that they may use it extensively.
- More journals may be subscribed to.
- Upgradation of infrastructure to match the future needs may be taken up