YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	Govt. Degree College Billawar
• Name of the Head of the institution	Prof. Sunil Uppal
• Designation	Prinipal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01921122206
• Mobile No:	9419207800
• Registered e-mail	gdcbillawar2005@gmail.com
• Alternate e-mail	anitajamwal004@gmail.com
• Address	Govt. Degree College Billawar, Dewal, Phinter
• City/Town	Kathua
• State/UT	Jammu And Kashmir
• Pin Code	184204
2.Institutional status	
• Type of Institution	Co-education
• Location	Rural
• Financial Status	UGC 2f and 12(B)

• Name of the Affiliating University	**University of Jammu**
• Name of the IQAC Coordinator	**Prof. Sanjeev Gupta**
• Phone No.	**01921122206**
• Alternate phone No.	**01921122206**
• Mobile	**9797672063**
• IQAC e-mail address	**sanjeevbotany@gmail.com**
• Alternate e-mail address	**lekhraj1965@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	www.https://gdcbillawar.com/
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	www.https://gdcbillawar.com/

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**C**	**1.70**	**2019**	**18/10/2019**	**17/10/2024**

6.Date of Establishment of IQAC	**08/02/2012**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	Salaray	State Govt.	2020	31130000
Institution	O.E, telephoen, Travel exp,	State Govt.	2020	592500
Institution	Books, periodicals and charts	State Govt.	2020	700000
Institution	Electricity charge	State Govt.	2020	4340000
Institution	material ans supply, machinery and camp seminar	State Govt.	2020	1172000
Institution	Furniture and furnishing	State Govt.	2020	400000
Institution	LTC, POL	State Govt.	2020	245000
Institution	office equipments and appliences	State Govt.	2020	285000
Institution	multipurpose hall	State Govt.	2020	1069000
Institution	Constr. of prefab and devl of skill courses	State Govt.	2020	2000000

8.Whether composition of IQAC as per latest NAAC guidelines	Yes	
• Upload latest notification of formation of IQAC	View File	

9.No. of IQAC meetings held during the year	4	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

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

Letter for DPR for construction of boundary wall and pre fabricated structure of Library Block were sent to the concerned agencies. A letter for preparation of DPR for construction of Girls Common hall was sent to concerned agencies and NIT were invited for procurement of sports goods Letters to the Concerned agencies for preparing of DPRs for levelling of playground and tender notice for automation of library was published in local dailies.

Seven Interactive panels were purchased through GeM portal and installed in Classrooms

All the requisite sports items were purchased through GeM portals

All the sensitive locations in and around the campus were fitted with CCTV cameras for surveillance.

Some of the faculty members generated E-content of their subject domains and was shared among student fraternity for usage.

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

Plan of Action	Achievements/Outcomes
Plan for construction of Boundary wall of College and Plan for construction of Pre fabricated Library block	Letter for DPR for construction of boundary wall and pre fabricated structure of Library Block were sent to the concerned agencies
Plan for Automation and development of Library	Process of Automation was intitiated
Setting up of Browsing Centre	DPR for the same was submitted
Upgradtion and procurement of Sports goods	Various Spors items were purchased as per need.
Plan for construction of Girls Common Hall	Work for the same was initiated
Plan for installation of CCTV	CCTV cameras were installed throughout the campus

13.Whether the AQAR was placed before statutory body?	No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020	16/11/2021

15.Multidisciplinary / interdisciplinary

Govt. Degree College Billawar is affiliated to the University of Jammu. The University of Jammu in sync with the academic and administrative reforms recommended in NEP 2020 has designed a Curriculum Framework for Undergraduate Programmes in semester mode under various disciplines which will be implemented from Academic Session 2022- 23. The thrust of NEP under Choice based Credit System (CBCS) is on continuous learning and evaluation, interdisciplinary study and accumulation of course credits. It aims at making the

academic programs student oriented, flexible, interdisciplinary and relevant to the times. The students will have ample freedom to select the electives that suit their interest, aptitude and needs. The student is provided abundant opportunity during the programme of study to accumulate credits by opting for Major Courses (MO, Minor Courses (MI), Multidisciplinary Courses (MD), Ability Enhancement Courses (AE), Skill Enhancement and value Added courses. This system will strengthen the academic potential of the student, as it provides flexibility in the choice of courses offered beyond the framework of the respective disciplines of study

16. Academic bank of credits (ABC):

The Academic bank of credits scheme intends to give impetus to blended learning mode, allowing students to earn credits from various HEIs registered under this scheme and through SWAYAM, an online repository of courses. The student can earn up to 50 % credits from outside the college/university where she/he is enrolled for the degree/diploma program. Academic Bank of Credits facilitates deposition of credits awarded by Registered Higher Education Institutions, for courses pursued therein, in the Academic Bank Account of the student and the validity of such credits shall be as per norms and guidelines issued by the University/UGC. Until 2021-22, under Choice based credit System (CBCS) curriculum, there was no mechanism for credit transfer. However, under the new National Education Policy 2020, our college will take necessary initiatives under Academic bank of credits guidelines of NEP as per norms and guidelines issued by the University of Jammu/UGC.

17. Skill development:

Under Choice Based Credit System at U.G Level, students can opt various Skill Enhancement Courses along with Core courses from semester 3rd.

A complete detail of available skill courses for the students can be seen by opening below links

https://www.jammuuniversity.ac.in/sites/default/files/inline-files/CBCS-3rd.pdf

https://www.jammuuniversity.ac.in/sites/default/files/inline-files/course_5-6_semester.pdf

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

GDC Billawar offers various courses such as Core, DSE, AEEC, and

Skill courses in Hindi, Sanskrit, Urdu, Dogri and History subjects. The curriculum of all courses tells us the history and knowledge traditions of India. In addition to the curricular prospects, these departments conduct several co-curricular programmes that foster the dissemination of Indian history, culture, and knowledge traditions among the young students at the college. Also, this college organizes various programmes where students are encouraged to participate so that they learn more about the Indian languages, History, Indian culture and their importance in the Indian Education System. Moreover, classroom delivery takes place in bilingual mode to make students understand the subject in a more comprehensive way.

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

The courses offered by this College are based on the curriculum designed by University of Jammu. Many faculty members of the college are also involved in designing this curriculum. In addition, the college has created an ecosystem for transformation of curriculum towards outcome based education. Some of the common outcomes outlined for the programs of study offered at GDC Billawar College are: knowledge acquisition, analytical skills, application of knowledge and problem solving, etc. Our college organizes several academic events such as webinars/seminars/conferences and workshops to provide an interactive platform for knowledge acquisition.

20.Distance education/online education:

To promote online education, various attempts have been made such as;

- High speed internet facility in the college
- Subscription for the National Library and Information Services Infrastructure for Scholarly Content (N- LIST) project managed by the e-Shodh Sindhu Consortium
-
- Availability of browsing centre in the college
- Online platforms like zoom, G-suite, MS Team, are used regularly for mentor-mentees meetings, classroom teachings to post assignments, to conduct quizzes, tests and assignments by faculty members.
- College also conducted several events through blended mode using the online platforms
- Principal and administrative staffs were able to hold their meetings with students and staff members through online mode and resolved their problems regarding teaching/learning

Extended Profile

1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	**25**

File Description	Documents
Data Template	View File

2.Student	
2.1 Number of students during the year	**1167**

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**185**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**345**

File Description	Documents
Data Template	View File

3.Academic	
3.1 Number of full time teachers during the year	**42**

File Description	Documents
Data Template	View File

3.2	**28**

Number of Sanctioned posts during the year	

File Description	Documents
Data Template	<u>View File</u>

4.Institution	
4.1 Total number of Classrooms and Seminar halls	**13**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**52.00400**
4.3 Total number of computers on campus for academic purposes	**28**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Government Degree College Billawar is affiliated with the University of Jammu and is also recognized under sections 2(f) and 12(B) of the UGC Act, 1956. At present, College offers Bachelor's degree programs in Arts, Science, Commerce, and BCA streams. The curriculum adopted by Government Degree College, Billawar is provided by the University of Jammu through their respective Board of Studies (BoS) for running these programs.

The institution has a well-planned mechanism for effective curriculum deliverance:

At the commencement of the new academic session, the college makes its annual academic calendar in accordance with the latest notices and circulars from Jammu University.Students are informed by notifying them through the notice board and on the college website.

•Centralized Time table is prepared.

•Teachers prepare their teaching plans according to the number of lectures allotted in the syllabus.

- **Teachers use ICT tools (smart panels, projectors, googleclassroomszoom platform google meet et), and teaching-learning aids during lectures to demonstrate topics.**

- **Regular class tests are conducted after the completion of the syllabus.**

- **Remedial classes were also conducted by carrier counseling cell.**

Fields tours are conducted by the various science departments to ensure effective implementation of the curriculum.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	**Nil**

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

College has its own academic calendar which is prepared by the institution according to the calendar of Jammu University and the Higher Education Department. Institution strictly adheres to an academic calendar that outlines the start and end dates of each academic term or semester, as well as important dates such as holidays, exam periods, and registration deadlines.

Adhering to an academic calendar is important because it helps to ensure that students, faculty, and staff are all on the same schedule and can plan their academic and personal lives accordingly. It also helps ensure that classes are held consistently and that the academic year progresses smoothly.

There are different committees in the college that ensures the implementation of the academic calendar. i.e., the Examination Committee, Tour and Picnic Committee, etc.

The college possesses a well-established examination and evaluation system for both Internal and External which is run by the Examination Committee. There is a central date sheet for the internal assessment tests. Answer scripts of internal assessment and practicals were evaluated by the respective teachers. Students, who are failed in tests, are given two more chances. Students are prepared for the end-term examinations through continuous internal

tests, projects,daily performance in practicals, viva voce, etc. Date sheets for internal, and external exams and shortage cases are displayed on the notice board well in advance for the information of students.

Progress report for completion of syllabus is monitored by committee and Principal on regular basis.

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

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

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

1.2 - Academic Flexibility

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

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

4

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

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

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

0

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

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

1

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

0

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

1.3 - Curriculum Enrichment

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

The Curriculum prescribed by the University of Jammu and followed by our college integrates cross-cutting issues relevant to gender,

human values, Environment, and sustainability leading to the holistic development of students. Different Cells, Clubs, and committees of the college organize various activities on these issues.. The college also celebrates days such as Republic Day, Women's Day, Teachers Day, Human Rights Day, Environment Day, and International Yoga Day, etc.

For the awareness and promotion of gender equality and social equality among the student community, workshops were organized by WomenDevelopmentCell and the NSS unit of the college.

The college promotes environmental responsibility among the students through the Eco Club, the Beautification Committee, the NSS, and NCC through activities like cleanliness drives, tree plantation, Water conservation, health Check-up Camps, Plastic free campus, and Blood Donation Camps etc. The course "Environmental Studies" is offered to all UG students as a compulsory course in the first year (Semester 1st and 2nd. Field trips to promote environmental consciousness are also organized by various departments of the college. The infrastructure of the institute is eco-friendly that takes care of the environment and its sustainability aspects through rainwater harvesting, solar panels, LED bulbs, and a tobacco-free zone.

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

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

5

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

792

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

1.4 - Feedback System

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

B. Any 3 of the above

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

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

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	[View File](#)
URL for feedback report	**Nil**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1200

File Description	Documents
Any additional information	[View File](#)
Institutional data in prescribed format	[View File](#)

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

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

185

File Description	Documents
Any additional information	[View File](#)
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

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

Teaching Classes for weak students belong to SC/ST/OBC and minority category students were organized in the college campus of GDC Billawar in collaboration with Department of Life Long Learning, University of Jammu w.e.f. 03-03-2021 to 25-03-2021. Arrangement of

tutorial classes is another method wherein the students get a scope to air their difficulties. Weekly seminars as a part of the course curriculum give ample scope to the students to put forth their inner confidence after which the teachers, interacting with the students get opportunity to come up with solutions which helps the students to get leadership qualities along with growing mental health and increased internal confidence. The academic performance of the students is analyzed by the subject teachers by conducting internal assessments, class tests, quizzes, group discussions ad viva. Different strategies like remedial classes, homework, weekly tests, supply of simplified study materials, etc. are employed for the progress of the slow learners.

Personal attention is paid towards the slow learners to make them understand the concepts of the subject. Advanced learners are motivated to undertake online certificate courses in MOOC, NPTEL, and SWAYAM. The institution conducted a Certificate course in Computer Application in NIELIT Jammu.

File Description	Documents
Link for additional Information	**Nil**
Upload any additional information	[View File]()

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

Number of Students	Number of Teachers
1167	**39**

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

2.3 - Teaching- Learning Process

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

The Govt. Degree College Billawar adopted and shift teaching and learning process to online learning several different methodologies are used during the period of COVID-19. The entire teaching faculty during the COVID-19 period uses WISE APP/ Google Classrooms and ZOOM App for effective delivery of teaching material.

Teaching faculty of the college uses smart classroom and projector for teaching and learning. In addition, teachers provided online study materials available in MOOC, e-PG Pathshala and other online platforms.

Several YouTube videos became handy during this pandemic year. The IQAC of the GDC Billawar conducted faculty development program for teachers on online teaching tool and techniques. In normal practice departments utilize the interactive panel and LCD projector for classroom teaching in addition to the use of board for providing visual impacts of the teaching material.

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

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

The Govt. Degree College Billawar adopted and shift teaching and learning process to online learning several different methodologies are used during the period of COVID-19. The entire teaching faculty during the COVID-19 period uses WISE APP/ Google Classrooms and ZOOM App for effective delivery of teaching material.

Teaching faculty of the college uses smart classroom and projector for teaching and learning. In addition, teachers provided online study materials available in MOOC, e-PG Pathshala and other online platforms.

Several YouTube videos became handy during this pandemic year. The IQAC of the GDC Billawar conducted faculty development program for teachers on online teaching tool and techniques. In normal practice departments utilize the interactive panel and LCD projector for classroom teaching in addition to the use of board for providing visual impacts of the teaching material.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**Nil**

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

2.3.3.1 - Number of mentors

39

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

2.4 - Teacher Profile and Quality

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

39

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	[View File](#)
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	[View File](#)

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

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

File Description	Documents
Any additional information	<u>View File</u>
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<u>View File</u>

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

2.4.3.1 - Total experience of full-time teachers

98

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

2.5 - Evaluation Process and Reforms

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

Govt. Degree College, Billawar adhered strictly to the Internal Examination system adopted by the University of Jammu such as;

1. Internal Exams committee for the session 2020-21.

2. Circular related to conduct of Internal Examination

3. Display of date Sheet

4. Conduct of Internal Examination (Duties and record)

5. Display of Internal assessment on notice board.

6. Notice Regarding upload of internal assessment.

7. Verification of Record.

In addition to this, Govt. Degree College, Billawar adhered strictly to the External Examination system adopted by the University of Jammu. University of Jammu conducts external examination and prepares syllabus for all affiliated colleges. Further periodically Board of Studies are conducted for conduct of external examination smoothly and preparation of syllabus for students.

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

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

College generally focuses on students' grievances and always ensures transparency in internal evaluation. For the same the college has constituted an Examination Committee. This Committee redresses grievances in time bound manner. Moreover, to ensure a transparent evaluation system at the internal level, the college follows the following patterns. The institution believes in and adopts an open evaluation system, where a student is free to check his/her answer sheet. After seeing the answer sheet the student is free to discuss with the teacher and get a chance of improvement. The students have been given 2nd chance for reassignment for the purpose of improvement and reformation and keeping in view the transparency and efficiency of the system. Especially during the COVID-19 period, this practice proved very effective and more students centric. During pandemic, students were allowed to appear in open book exams at both internal and external levels. Google form generated sheets were shared t o the WhatsUp groups of respective departments and appropriate time was given to the students for correction. All the teaching faculties worked to redress their grievances telephonically and through different online platforms. So the examination system of the college is very transparent, open, and adoptive.

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

2.6 - Student Performance and Learning Outcomes

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

All the objectives, mission and vision of the college is shown on the college website. Teaching faculty of college is well aware of the started program and course outcomes. The College adopts outcome-based Education where both the teachers and learners are well known about such required outcomes. The college follows the instructions provided by University of Jammu. Periodically Board of Studies are conducted for preparation of syllabus by University of Jammu for different subjects. The college teaching faculty and students are well known of the programme outcomes which are regularly updated by the university. The College implements the CBCS guidelines and schemes set by the affiliating University as per UGC norms.

All the HOD's of different departments of the college are members of the Board of studies (BOS) of concerned departments in the University of Jammu. The program and course outcomes of all the departments regarding their subjects are uploaded and displayed on the University website. At the institutional level, these outcomes have been communicated to the teachers in every IQAC and departmental meeting. Moreover, the institution also displayed the general outcomes in different offices, classrooms, and corridors within the college to make the students aware about the outcomes.

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

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

The course outcomes are measured through syllabus, completion of syllabus, continuous evaluation (internal evaluation), setting up of question paper, evaluation, and result. At the Departmental level, the Heads of the Department and the teachers who are engaged in any class strive to complete the courses in time. Extra classes are also conducted for average students. To ensure the punctuality of students in classes, 75% attendance is made compulsory for sitting in the main examination. During the COVID period, the teachers extended full support and cooperation to the students. College faculty have conducted online exams and evaluated answer scripts keeping in view the programme outcomes. The continuous evaluation is done through class tests, assignments, seminars, and debates. During COVID almost all the departments conducted online quizzes, webinars,

and various awareness programs for fulfilling the purpose. Earlier the term end semester examination of every course was based on written examination of two and a half hours which was to be conducted by the university.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://jammuuniversity.ac.in/UG-NEP

2.6.3 - Pass percentage of Students during the year

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

330

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

2.7 - Student Satisfaction Survey

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

https://www.gdcbillawar.in/notifications/student-satisfaction-survey-2020-21/582

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

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

0

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

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

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

7

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

3.2 - Research Publications and Awards

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

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

6

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

2

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

The College has organized and promoted various extension activities in and outside the college campus for sensitizing the students about various social issues. This year was also a crucial year in the history of mankind when the havoc of Covid-19 pandemic happened and it questioned all the established institutions of the society thereby creating new norms and new dimensions. So, more attention was given towards the sanitation, healthy eating and fitness through yoga and other indoor activities. NSS, NCC, Cultural Committee have organized activities like awareness campaign About Covid -19, Swacchh Bharat Abhyian, Gender Equality, Drug Abuse, Environment awareness, Republic Day, Health Awareness Programmes, Women Empowerment, Effects of Dowry, Constitution Day, World Conservation

Day, Human Rights Dayetc. The purpose of organizing such
events/activities was to make the students aware about various
societal issues and to develop a sense of good qualities and sense
of attachment for their surrounding atmosphere. Utilizing the
knowledge imparted from such activities for the welfare of society
was the main purpose of celebrating such days. Participating in
various activities of Community service and developing a sense of
belongingness creates patriotic zeal and prepare the students to
make a better society as well as country.

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

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

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

13

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

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

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

22

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

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

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

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<u>View File</u>

3.4 - Collaboration

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

0

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

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

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

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Since establishment, the College has been laying emphasis on the creation and up-gradation of its infrastructure. For creation and improvement of infrastructural facilities, the College receives funds from Govt. of Jammu and Kashmir and UGC. Over the past more than one decade, the College has done remarkably well in terms of providing adequate facilities for teaching-learning. The College has 13 classrooms out which 08 are equipped with LCD panel and Lane cable ,04 with white boards, one smart classroom with LCD Projector and smart board, every science department has well equipped laboratory with LCD Projector, one browsing centre was established in the college with 15 desktops supported with online UPS for uninterrupted power supply and also provided with internet facility (BSNL FIBre) and JioNet facility, one library with more than 13000 books equipped with LCD panel and with almost 15 computers, a computer lab equipped with 25 desktop computers and one multipurpose hall. For promotion of sports in campus, the College has a badminton court and a volleyball court. Sufficient lab assistants, librarian and other supporting staff are appointed for ensuring optimum utilization of available infrastructural facilities. Students are encouraged to utilize the available infrastructure optimally.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	**Nil**

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

The College has adequate facilities for outdoor- sports, an open ground for playing cricket, a badminton court andvolleyball court. Students play games and practice various sports on these grounds. Teachers often guide and encourage students to take part in all kinds of sports and good number of students have performed well in various sporting and athletic events and brought laurels for the College. NCC cadets use open ground for parade rehearsal and other activities. Various cultural programmes such as, Teacher's day, Independence day, Republic day etc. are organized in campus. By taking participation in such events students get an opportunity to display their talents and skills. On 21st June, 2018 International Yoga day was celebrated in the College campus although as of now, the College does not have any dedicated yoga centre and gymnasium. In addition to this some more facilities are given below;

- 01 athletic track 200 mtr.
- 01 Cricket practice net (01 Cemented).
- 01 Basket bal court(28m*15m)
- 02 Volleyball Courts (18m*9m)
- Indoor Space for 2 table tennis courts and 5 Chess tables.
- 01 Long Jump pit (2.7m*9m)
- 01 Short put Pit
- 01 Kabbadi Mat
- 01 wrestling mat
- 01 Store room.

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

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

12

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

12

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	**No File Uploaded**

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

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

8436000

File Description	Documents
Upload any additional information	[View File](#)
Upload audited utilization statements	[View File](#)
Upload Details of budget allocation, excluding salary during the year (Data Template)	[View File](#)

4.2 - Library as a Learning Resource

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

GDC Billawar College has a fully automated Library Since 2021 with 11324 barcoded books .

- **The ILMS software used for automation is E-Granthalaya developed and maintained by National informatics center, Mininstry of Electronics and Information Technology, Govt of India , version 4.0 from NIC Govt. of India.**
- **The Software is a Cloud ready Application and uses PostgreSQL- an open source DBMS as back end solution.**
- **The software is Multi-lingual, UNICODE Compliant.**
- **The Library Membership card is barcode enabled for online Circulation of Library Resources.**
- **Users Visitor register is kept at gate for recording the foot fall data of the users visiting the library.**

- **The library offers online circulation of the resources to its users.**
- **OPAC facility for information retrieval from database of books is also in place.**
- **Book drop facility is also provided for hassle free return of the books.**
- **The Library has its own Web page for accessing different E-resource portals.**

In addition to its print Collection, a large number of e- books , e-journalsand electronic databases are subscribed from N-LIST and some open access E-resources platforms like Shodhganga and E- Shodhsindhu online platforms.

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

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

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	**No File Uploaded**

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

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

7.25

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

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

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

110

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	**No File Uploaded**

4.3 - IT Infrastructure

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

The College has25 desktop computers available in the computer lab and 3 desktop computers in administrative department for smooth functioning of office. The computer lab is powered by UPS for ensuring continuous uninterrupted power supply. Adequate number of Printing and Xerox machines has been available for use by faculty members for official purposes. Jio internet facility is available to the faculty members and students for academic and research purposes. Many departments with administrative works have been provided with computers and laptops.

The college has its own website www.gdcbillawar.com and it is being updated regularly by computer department of the College. Various notices and notifications are regularly uploaded for students and faculty members. Faculty members receive official notices on their registered mobile as well

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

4.3.2 - Number of Computers

95

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

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

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

4.4 - Maintenance of Campus Infrastructure

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

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

4045633

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

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

The College maintains a policy of sustained and constant improvement in maintaining and utilizing the infrastructure.

- **Science Laboratories maintenance funds are allocated annually and purchases are made through Government –e-Marketplace (GeM) as per requirements through teacher In-Charge of the Departments.**
- **The laboratories are maintained by laboratory staff under the guidance of Department Head.**
- **General laboratory safety Protocols are displayed in all the laboratories.**
- **Repair and maintenance of equipment's is taken up by authorized Company dealers.**
- **Stock registers are maintained in each laboratory and Physical verification is done by Constituted Committees.**
- **Fire extinguishers are installed at sensitive location to ward off any eventuality.**
- **A proper procedure through accounts section of the College is used for reimbursing the bills.**
- **Sports Committee and Physical Education Department helps in Sports ground maintenance.**

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

223

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

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

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

0

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

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

C. 2 of the above

File Description	Documents
Link to institutional website	**Nil**
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	**No File Uploaded**

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

95

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

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

3

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

202

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

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

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

0

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

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

11

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

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

The college has a number of committees that assist with college management. Students are represented on some of these committees such as Cultural committee, Complaints and Grievance redressal cell, College Women development cell, Anti-ragging committee, Students Welfare Aid committee, College beautification team, Discipline committee, NCC, NSS to ensure the transparency and to reduce favoritism and partiality. The representatives participate in committee meetings, deliberations and decision-making process and bring the much-needed students perspective to the work in hand. The student council helps in maintaining academic discipline. Current student representatives are Mr. Bartik Upadhya, Roll No. 403810129 and Ms Twinkle, Roll No. 403830119 both from Semester IV . Student representatives are actively involved to ensure a secure environment for all the students of the college. The college is sensitive to the needs and requirements of differently abled students and students from SC, ST and other weaker sections and so there is Students Welfare Aid committee and Career counseling committee. Girl representative in the women development cell ensure the rights of girls students and redress their problems to the convener of the committee.

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

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

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

23

File Description	Documents
Report of the event	View File
Upload any additional information	**No File Uploaded**
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

Well, the college has no registered alumni association but college has internal association of alumni. The alumni association is very active in promoting, mentoring and guiding the current students of the college. Our alumni have also been keenly involved in all major college functions. The objectives of the association are involving alumni in student development through participation in ongoing academic activities including teaching, workshops, conferences and promoting best practices in different areas of social life for the benefit of society. College maintains regular contact with the alumni and former faculty through e-mail groups and other social networking sites. In 2020-21, keeping in mind the safety protocols due to the Pandemic, the association organised several online meetings with the alumni and current students of the college to discuss various issues faced by the community in general and students in particular and adopt several preventive measures to combat the effects of Pandemic. Moreover the college has an Alumni page on the college official website that provides platform for the registration as well as other contributions from the Alumni.

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

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

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision:

Government Degree College Billawar envisions to become a globally recognized institute of academic excellence imparting modern and traditional education through commitment, competition, and compassion.

Mission:

Our mission is to promote and impart education with a cutting edge to compete with the best in the world through innovation, erudition, conviction and inquisition using contemporary and futuristics technological methods.

Objectives:

- **To empower the students and enable them to rise above all constraints.**
- **To promote innovative practices and students support services within the institution.**
- **To encourage self-evaluation, accountability, and autonomy in the intuition.**
- **To collaborate with other stakeholders of higher education for quality promotion and holistic approach.**
- **To provide value-based education and sensitize students about**

their social responsibilities.

- To forge strategic alliances with national and international academic institutes for greater upward mobility and broader vision and exposure.
- To promote sports, culture, social and artistic programs in order to inculcate the spirit of cooperation, planning and competition among the students.
- Preparing the students to serve the society with empathy and compassion through consultancy, remedial and developmental programs.

File Description	Documents
Paste link for additional information	https://gdcbillawar.in/documents/visionmission
Upload any additional information	View File

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

The College firmly believes in culture of decentralisation and participative management and efforts are being made to promote this style of management. A staff secretary is duly elected by staff to address staff related issues in the College. For the smooth functioning of the College, various Committees and units are formed and these Committees have sufficient freedom in their area of operations. Decentralization is having a significant impact on policy, planning and management of elementary education.. At various levels, the college grooms the leadership. Principal, IQAC Members, teaching staff, non-teaching staff, supporting staff, and student's union, student representatives, Stakeholders and various committees jointly empowered to propose, design, formulate and execute their plans within the framework of governance. The Academic, Administrative, NCC, NSS, IQAC all are working together for the smooth running and over all functioning of the college. The principal conducts regular meetings of all the head of departments to discuss curricular and co-curricular activities of the institution. One of the most important managerial concepts the college has implemented is that the college administration is managed by appointing teachers as conveners and members of various committees.

File Description	Documents
Paste link for additional information	https://gdcbillawar.in/notifications/committee-list-2020-21/576
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Government Degree College Billawar has an inclusive approach to address various learning needs of students.

1. For Admission of Students, the College follows the University schedule for the process of admission which is duly notified in print media and the college website. All the information is notified in the Information brochure containing the information of availability of courses, staff, Merit list is prepared according to the policy of reservations and other governing rules of the government.

2. For Curriculum Development, Curriculum designing, and development is decided by the affiliating university. Faculty members regularly attend meeting of Board of Studies conducted by university of Jammu for updating or modifications in the curriculum.

3. For examination and evaluation, Semester examinations are conducted by the affiliating university. College conducts internal assessment of students according to the university guidelines.

4. For, Industry Interaction / Collaboration, Institution works in collaboration with civil administration, civil society, Indian Army, Universities, Industrial Units and Scientific

5. Research and Development, Faculty members are motivated for research publication and the latter is displayed in the display board for inspiring the others. Faculty is encouraged to organise and participate for paper presentation in seminars, workshops, and conferences within and outside the institution.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

The college is governed under the administrative control of Department of Higher Education, Government of Jammu and Kashmir through the Ministry of Higher Education. The Department of Higher Education is under the administrative Headship of Administrative Secretary to Government of Jammu and Kashmir. At the lower hierarchy to the Secretary is Director Colleges which is selected among the Principals of the colleges as a liaison officer. The administration of the college is the responsibility of the Principal who is directly accountable to the Department of Higher education. Next to the Principal is teaching staff from different subjects/departments which are designated as Assistant Professor and Associate Professor. Senior most teaching staff of every subject is the Head of the respective departments. In addition, full time teachers (teachers on academic arrangement) are also engaged through department of higher education depending upon the workload. Next is non-teaching staff who discharge their duties in Establishment Section, Laboratories and Library. Establishment section is run by Section Officer, Senior Assistant, Junior Assistant and Computer Assistant. Chowkidar, Gardner and Safaiwala are also among the non-teaching staff. Fourth class employees remain at the lowest rung of the hierarchy. In case of non-availability permanent fourth-class employee Need Based Local Fund Employees are engaged.

File Description	Documents
Paste link for additional information	https://gdcbillawar.in/notifications/college-ornogram-/579
Link to Organogram of the Institution webpage	**Nil**
Upload any additional information	View File

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

Schemes like National Pension Scheme, General Provident Fund, State Life Insurance, Janta Group Insurance, Medical Insurance and Loan from Banks, Dearness Allowance, Children Education Allowance, Travelling Allowance, Border Allowance, Medical Allowance, House Rent Allowance is provided to all the teachingand non-teaching staff.

Scholarship from Social Welfare Department for ST, SC, OBC, Pahari Speaking Peoples, Minority Scholarship and Students Aid for needy and Poor Students, for participation in sports and other activities students are given TA @ 390/- per candidate for one side journey, DA @ 150 and Refreshment @ 50 in addition to the match fee deposited as required from time to time.

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

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

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

0

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

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

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

0

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

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

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

22

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

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

The institution supervises performance appraisal system through submitting of APR (Annual Progress Report) of the teaching staff. The APR reflects the details of refresher / orientation course/ workshops etc that the teacher attended during a particular period as it is deemed mandatory for promoting in next grade. The evaluation of courses taught and average number of clocks works in a week are computed. Teacher is given opportunity to note down the difficulties that he is facing while discharging his assignment. Not only this, his valuable suggestion/ measures are also sought for evaluating his observation for the betterment of Institution. The APR's are sought at every step of up gradation / next promotion.

Performance Appraisal for non-teaching faculty is made through the Government of Jammu and Kashmir and after joining the department as per service rules Departmental Promotion Committee(DPC) is being conducted after every 3 years. The principal concerned is being asked to give report (Annual Progress Report of last 3 years) where in the general performance, conduct, handwriting, and character is being evaluated and appraised. The complaint of the involvement in any unpleasant activity, if any, is also being reflected.

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

6.4 - Financial Management and Resource Mobilization

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

Financial audit of the accounts is an important process and is strictly followed by the Government Degree College Billawar. The college undergoes an external audit conducted by Higher Education Department and AG office. They verify and confirm all finance related document. Report of audit is submitted to Higher Education Department and AG office. In case of query, documents are sent to college for clarification. All the process in the college is strictly monitored by the Principal. The copies of the audit are also preserved in the college for records.

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

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

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

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

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

The institution is run by the government so the funds to be utilized are primarily allotted through the Higher Education Department of Jammu and Kashmir. Funds to be allotted for the institution go through the exercise of forming annual budget as per requirement. The same is being discussed with chief Accounts Officer / Financial Advisor for allotment of funds under different heads. The allotments are made to institution throughout financial year through the application of Budget Evaluation and Management System (BEAMS).Optimum end use of the funds is made as per the rules and regulations and is subjected to audit by the government Within the institution funds are mobilized out of a specific percentage of the fee collected from the students. These funds are grouped under heading "Local Funds". These funds are utilized for the benefit of students and for meeting other minor expenses of the college. To ensure the optimum end use of these funds college development and purchasing committees are framed.

File Description	Documents
Paste link for additional information	beamsjk.gov.in
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

To enhance the quality of the institution in all spheres, various quality assurance strategies initiated by the IQAC of the college.All faculty members are encouraged to participate in various orientation, refresher courses, Workshops, Seminars, and conferences which helps them to increase their knowledge and remain up to date with regard to their subjects. Teachers are also supported and encouraged to participate in examination evaluation processes. The IQAC also provides guidelines, internet access and verification processes for the students to get the post- Matric scholarships, PMSSS. The college also provides platform for the students to participate in Intra-College and Inter-College level debates, competitions, seminars etc. Regular meetings of IQAC are conducted under the chairmanship of worthy Principal with the fixed agenda and suggestions are taken from all the members of IQAC for improvement and better implementation of curriculum. All the teachers are encouraged to use audio-visual teaching aids, charts, models etc.

for effective teaching-learning processes. Almost all the laboratories are provided with charts, models etc for effective teaching- learning process. Interactive panels are installed in all the classrooms of the college for better learning.

File Description	Documents
Paste link for additional information	https://gdcbillawar.in/events.php https://gdcbillawar.in/notifications/committee-list-2020-21/576 https://gdcbillawar.in/documents/bestpractices
Upload any additional information	View File

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

The institution reviews it's teaching learning process, structure and methodologies of operations and learning outcomes at periodic intervals. Some of activities of IQAC in this regard are given as under:

1.Students feedback on faculty, teaching learning process and evaluation: Students feedback significantly shows the actual quality of teaching learning process. The student's feedback is conducted as per the following norms: (a) All the students are allowed to give feedback on faculty, teaching learning process and evaluation so that actual picture is ascertained. (b) After evaluating the feedback from students, the teacher if evaluated with low performance is instructed accordingly. (c) The whole process is being operated through IQAC and no other faculty member is involved at any stage.

2. For Academic monitoring, the academic monitoring committee conducts regular visit to the classes regarding the regularity and punctuality of class work and regularly check the status of syllabus completion. The principal is informed on daily basis.

3. For syllabus Monitoring, the worthy Principal and IQAC Convener keeps vigil on the completion of syllabus and ascertains information regarding the quantum syllabus completed, so that the prescribed syllabus is completed within stipulated time.

File Description	Documents
Paste link for additional information	https://gdcbillawar.in/notifications/Naac/5 https://gdcbillawar.in/notifications/naac-2018-alumini-feed-back-form-/121 https://gdcbillawar.in/notifications/naac-2018-student-feedback-form/122 https://gdcbillawar.in/notifications/naac-2018report-of-feedback-from-parents/123 https://gdcbillawar.in/notifications/committee-list-2020-21/576
Upload any additional information	View File

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

B. Any 3 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

As a leading institution of far-flung area of Billawar, our vision rests on creating a safe space for our students and providing a gender sensitive and empowering education. The pedagogy of gender sensitization is not limited to classrooms alone. The college has

organized multiple formal events related to gender in 2020-2021. Different committees of the college are involved in organizing different seminars, debates, quizzes, nuked natak to aware the students about the inequalities confronting all genders. The Women's empowerment and cultural committee of the college played a critical role in fostering gender sensitivity on campus. The focus of the institution to provide adequate space for students to engage in open discussions and think critically on various issues such as:

1. Women and labour 2. gender and sexuality 3. women and lockdown 4. women and caste 5. laws and rights 6. public health and hygiene. The college has also successfully organized various intercollegiate seminars on gender inequalities especially on international women's day. The sexual harassment and women empowerment committee of the college has also organised a workshop for all the students on the issue of at the workplace with special emphasis on internships.

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

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

C. Any 2 of the above

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

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

The use of single-use plastics is banned from the college premises

as the institution is a plastic free campus.. Green environment society of the college organised 4 cycles of an at-home antiplastic campaign. For the campaign, the students segregated and collected plastic over the course of fifteen days per cycle. Guidelines were provided about how to segregate plastic and replace it with other environment friendly materials. College cultural committee in collaboration with environment committee organised a Zero Waste Week from 6th September to 12th September 2020. The week-long campaign began with a webinar "Roadmap to Sustainability", followed by Creative writing and Poster Making competition, quiz, and DIY competitions on the theme of sustainability. The campaign concluded with a webinar titled "Sustain'know'ability".

We have pits in 2 locations. Recycling workshops were held amongst students by the Green environment society raise awareness about plastic waste, food waste and menstrual waste.

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

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

C. Any 2 of the above

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

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

1. **Restricted entry of automobiles**

2. **Use of Bicycles/ Battery powered vehicles**
3. **Pedestrian Friendly pathways**
4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

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

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

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

D. Any 1 of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment   5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen   reading

B. Any 3 of the above

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

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

The institution values inclusionary practices in its admission policy. We celebrate cultural, regional, linguistic, communal, socio-economic diversities through student societies. GDC Billawar Programme makes students key agents in empowering young minds. The cultural committee and Red Ribbon Club celebrated diverse cultures through webinars and performances. Linguistic Diversity Initiatives: GDC Billawar promotes linguistic diversity. Hindi Debating Society organised inter-college debating competitions. Poetry Society's held annual competitions in Hindi, Urdu, and English.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

The College has been committed to educating our students as constitutionally aware citizens sensitized to their Fundamental Rights and Duties. Various programmes and activities are organised both by departments as well as societies. The National Cadet Corps (NCC) unit of GDC Billawar is dedicated to creating a 'sense of patriotic commitment' for national development. The NCC appoints Campus Ambassadors in their SVEEP programme besides participating in the Republic Day Camp, Ek Bharat Sresht Bharat Camp. To promote the ideal of the Swachh Bharat Abhiyan, College organises cleanliness

drives like Swachhta Pakhwada.. International Yoga Day has been observed by the college through a session on "Self-Reliance in Health through Yoga" to celebrate the 7th International Yoga Day, 2021. NCC in collaboration with National Service Scheme NSS, organized a webinar on the topic "International Yoga Day" where eminent speakers were invited. NSS celebrated the "International Yoga Day" by conducting various events like Video Demonstrations of different Yoga Asanas and Poster Making to spread awareness about procedures and benefits of various Yoga Asanas from 18/06/2021 to 21/06/2021.. "National Unity Day" was observed with a pledge to celebrate our glorious history of national integration.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff   4. Annual awareness programmes on Code of Conduct are organized   **C. Any 2 of the above**

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

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

Institution celebrates / organizes national and international commemorative days, events and festivals Commemorating days, events and festivals of national importance honors the great heritage of India. Recognizing the momentous contributions of historical figures to freedom and justice, likewise, inspires the youth. GDC Billawar observes several nationally and internationally significant occasions to educate our students on the history, traditions and practices of India in engaging and participatory ways. GDC Billawar celebrated India's Independence Day with much fanfare. Students, teachers and administrative staff joined in the celebrations, which commenced with the singing of the National Anthem, and included cultural performances carefully curate by the College Cultural Committee. The Republic Day was marked with various programmes organized by College Cultural Committee. As a tribute to the father of our nation, on 2nd October, the birth anniversary of Mahatma Gandhi, several programmes were organized by the College Cultural Committee. There was Quiz on "Mahatma Gandhi and his teachings" and a Campaign on " What is Peace to you?". The idea was to familiarize students with the life and philosophy of Gandhiji. Since its launch on 2nd October 2014, as part of the Swachh Bharat Abhiyan which seeks to accomplish one of the cherished principles of Gandhiji.

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

7.2 - Best Practices

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

1. Green Campus and Open Class Rooms

2. Ban on Polythene and Single Use Plastic

3.Blood Donation Camps and Compaigns

4. Adoption of Villages by NCC and NSS Volunteers

5. Blended Mode Teaching and Learning

6. Promoting Human, National and Spiritual Values

7. E-Office to ensure paperless office

8. E-Governance through data management softwares

9. Feedback from stakeholders

10. Appreciation for the Best Performers

11. Community Connect through Extension and outreach activities

12. Plantation Drives within and outside the campus

13. Creating Best out of Waste

14. Remedial Classes for slow learners and Brain storming sessions for advanced learners

15. E-admissions and E-Assessment including E-RRs

16. Use of Smart Boards and ICT facilities for Class transactions

17. Field and Industrial visits for the learners

18. Organising National, International Seminars and Events to boost the Research and Academic Excellence

19. My College, My Pride : By encouraging mass participation in Sports and Games

20. Organising Training and workshops to upskill the Employees

21. Staff Donation Fund For the Poor and the needy students Students

22. Equity and Access in the use of campus facilities

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

7.3 - Institutional Distinctiveness

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

Government Degree College, Billawar UT of J&K, India has played a pivotal role in providing educational opportunities to the rural areas surrounding it. The College opened its doors in the year 2005, for imparting knowledge to the first generation learners of rural areas of sub division Billawar, of district Kathua to bring about a radical change and socio-economic development in the society.

The location of this College is endowed with natural beauty, serenity and tranquility. This place is considered as the cultural capital of J&K. The distinct characteristic enables the preservation of ancient heritage tradition. The high ratio of female students enrolled is a manifestation that women empowerment which is the need of the hour is prevalent.

This Institution has progressed by leaps and by bounds acquiring all pre-requisite affiliation from Jammu University and UGC Certification of recognition under 2(f) and 12(B). Today the College is able to position itself as a reputed educational entity in fields ranging from academics, sports activities and cultural programmes by providing access to quality education for all, with a special emphasis on under privileged students enrolling from geographically backward area within the hilly region of district Kathua.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Government Degree College Billawar is affiliated with the University of Jammu and is also recognized under sections 2(f) and 12(B) of the UGC Act, 1956. At present, College offers Bachelor's degree programs in Arts, Science, Commerce, and BCA streams. The curriculum adopted by Government Degree College, Billawar is provided by the University of Jammu through their respective Board of Studies (BoS) for running these programs.

The institution has a well-planned mechanism for effective curriculum deliverance:

At the commencement of the new academic session, the college makes its annual academic calendar in accordance with the latest notices and circulars from Jammu University.Students are informed by notifying them through the notice board and on the college website.

•Centralized Time table is prepared.

•Teachers prepare their teaching plans according to the number of lectures allotted in the syllabus.

• Teachers use ICT tools (smart panels, projectors, googleclassroomszoom platform google meet et), and teaching-learning aids during lectures to demonstrate topics.

• Regular class tests are conducted after the completion of the syllabus.

• Remedial classes were also conducted by carrier counseling cell.

Fields tours are conducted by the various science departments to ensure effective implementation of the curriculum.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	Nil

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

College has its own academic calendar which is prepared by the institution according to the calendar of Jammu University and the Higher Education Department. Institution strictly adheres to an academic calendar that outlines the start and end dates of each academic term or semester, as well as important dates such as holidays, exam periods, and registration deadlines.

Adhering to an academic calendar is important because it helps to ensure that students, faculty, and staff are all on the same schedule and can plan their academic and personal lives accordingly. It also helps ensure that classes are held consistently and that the academic year progresses smoothly.

There are different committees in the college that ensures the implementation of the academic calendar. i.e., the Examination Committee, Tour and Picnic Committee, etc.

The college possesses a well-established examination and evaluation system for both Internal and External which is run by the Examination Committee. There is a central date sheet for the internal assessment tests. Answer scripts of internal assessment and practicals were evaluated by the respective teachers. Students, who are failed in tests, are given two more chances. Students are prepared for the end-term examinations through continuous internal tests, projects,daily performance in practicals, viva voce, etc. Date sheets for internal, and external exams and shortage cases are displayed on the notice board well in advance for the information of students.

Progress report for completion of syllabus is monitored by committee and Principal on regular basis.

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

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

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

1.2 - Academic Flexibility

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

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

4

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

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

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data

requirement for year: (As per Data Template)

0

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

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

1

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

0

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

1.3 - Curriculum Enrichment

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

The Curriculum prescribed by the University of Jammu and followed by our college integrates cross-cutting issues relevant to gender, human values, Environment, and sustainability leading to the holistic development of students. Different Cells, Clubs, and committees of the college organize various activities on these issues.. The college also celebrates days such as Republic Day, Women's Day, Teachers Day, Human Rights Day, Environment Day, and International Yoga Day, etc.

For the awareness and promotion of gender equality and social equality among the student community, workshops were organized by WomenDevelopmentCell and the NSS unit of the college.

The college promotes environmental responsibility among the students through the Eco Club, the Beautification Committee, the NSS, and NCC through activities like cleanliness drives, tree plantation, Water conservation, health Check-up Camps, Plastic free campus, and Blood Donation Camps etc. The course "Environmental Studies" is offered to all UG students as a compulsory course in the first year (Semester 1st and 2nd. Field trips to promote environmental consciousness are also organized by various departments of the college. The infrastructure of the institute is eco-friendly that takes care of the environment and its sustainability aspects through rainwater harvesting, solar panels, LED bulbs, and a tobacco-free zone.

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

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

5

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

792

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**B. Any 3 of the above**

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

1.4.2 - Feedback process of the Institution may be classified as follows	**B. Feedback collected, analyzed and action has been taken**

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

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1200

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

185

File Description	Documents
Any additional information	[View File](#)
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

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

Teaching Classes for weak students belong to SC/ST/OBC and minority category students were organized in the college campus of GDC Billawar in collaboration with Department of Life Long Learning, University of Jammu w.e.f. 03-03-2021 to 25-03-2021. Arrangement of tutorial classes is another method wherein the students get a scope to air their difficulties. Weekly seminars as a part of the course curriculum give ample scope to the students to put forth their inner confidence after which the teachers, interacting with the students get opportunity to come up with solutions which helps the students to get leadership qualities along with growing mental health and increased internal confidence. The academic performance of the students is analyzed by the subject teachers by conducting internal assessments, class tests, quizzes, group discussions ad viva. Different strategies like remedial classes, homework, weekly tests, supply of simplified study materials, etc. are employed for the progress of the slow learners.

Personal attention is paid towards the slow learners to make them understand the concepts of the subject. Advanced learners are motivated to undertake online certificate courses in MOOC, NPTEL, and SWAYAM. The institution conducted a Certificate course in Computer Application in NIELIT Jammu.

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

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

Number of Students	Number of Teachers
1167	**39**

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

2.3 - Teaching- Learning Process

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

The Govt. Degree College Billawar adopted and shift teaching and learning process to online learning several different methodologies are used during the period of COVID-19. The entire teaching faculty during the COVID-19 period uses WISE APP/ Google Classrooms and ZOOM App for effective delivery of teaching material.

Teaching faculty of the college uses smart classroom and projector for teaching and learning. In addition, teachers provided online study materials available in MOOC, e-PG Pathshala and other online platforms.

Several YouTube videos became handy during this pandemic year. The IQAC of the GDC Billawar conducted faculty development program for teachers on online teaching tool and techniques. In normal practice departments utilize the interactive panel and LCD projector for classroom teaching in addition to the use of board for providing visual impacts of the teaching material.

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

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

The Govt. Degree College Billawar adopted and shift teaching and learning process to online learning several different methodologies are used during the period of COVID-19. The entire teaching faculty during the COVID-19 period uses WISE APP/ Google Classrooms and ZOOM App for effective delivery of teaching material.

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Several YouTube videos became handy during this pandemic year. The IQAC of the GDC Billawar conducted faculty development program for teachers on online teaching tool and techniques. In normal practice departments utilize the interactive panel and LCD projector for classroom teaching in addition to the use of board for providing visual impacts of the teaching material.

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

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

2.3.3.1 - Number of mentors

39

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

2.4 - Teacher Profile and Quality

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

39

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	View File

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

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

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

98

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

2.5 - Evaluation Process and Reforms

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

Govt. Degree College, Billawar adhered strictly to the Internal Examination system adopted by the University of Jammu such as;

1. Internal Exams committee for the session 2020-21.

2. Circular related to conduct of Internal Examination

3. Display of date Sheet

4. Conduct of Internal Examination (Duties and record)

5. Display of Internal assessment on notice board.

6. Notice Regarding upload of internal assessment.

7. Verification of Record.

In addition to this, Govt. Degree College, Billawar adhered strictly to the External Examination system adopted by the University of Jammu. University of Jammu conducts external examination and prepares syllabus for all affiliated colleges. Further periodically Board of Studies are conducted for conduct of external examination smoothly and preparation of syllabus for students.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	Nil

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

College generally focuses on students' grievances and always ensures transparency in internal evaluation. For the same the college has constituted an Examination Committee. This Committee redresses grievances in time bound manner. Moreover, to ensure a transparent evaluation system at the internal level, the college follows the following patterns. The institution believes in and adopts an open evaluation system, where a student is free to check his/her answer sheet. After seeing the answer sheet the student is free to discuss with the teacher and get a chance of improvement. The students have been given 2nd chance for reassignment for the purpose of improvement and reformation and keeping in view the transparency and efficiency of the system.

Especially during the COVID-19 period, this practice proved very effective and more students centric. During pandemic, students were allowed to appear in open book exams at both internal and external levels. Google form generated sheets were shared t o the WhatsUp groups of respective departments and appropriate time was given to the students for correction. All the teaching faculties worked to redress their grievances telephonically and through different online platforms. So the examination system of the college is very transparent, open, and adoptive.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

All the objectives, mission and vision of the college is shown on the college website. Teaching faculty of college is well aware of the started program and course outcomes. The College adopts outcome-based Education where both the teachers and learners are well known about such required outcomes. The college follows the instructions provided by University of Jammu. Periodically Board of Studies are conducted for preparation of syllabus by University of Jammu for different subjects. The college teaching faculty and students are well known of the programme outcomes which are regularly updated by the university. The College implements the CBCS guidelines and schemes set by the affiliating University as per UGC norms.

All the HOD's of different departments of the college are members of the Board of studies (BOS) of concerned departments in the University of Jammu. The program and course outcomes of all the departments regarding their subjects are uploaded and displayed on the University website. At the institutional level, these outcomes have been communicated to the teachers in every IQAC and departmental meeting. Moreover, the institution also displayed the general outcomes in different offices, classrooms, and corridors within the college to make the students aware about the outcomes.

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

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

The course outcomes are measured through syllabus, completion of syllabus, continuous evaluation (internal evaluation), setting up of question paper, evaluation, and result. At the Departmental level, the Heads of the Department and the teachers who are engaged in any class strive to complete the courses in time. Extra classes are also conducted for average students. To ensure the punctuality of students in classes, 75% attendance is made compulsory for sitting in the main examination. During the COVID period, the teachers extended full support and cooperation to the students. College faculty have conducted online exams and evaluated answer scripts keeping in view the programme outcomes. The continuous evaluation is done through class tests, assignments, seminars, and debates. During COVID almost all the departments conducted online quizzes, webinars, and various awareness programs for fulfilling the purpose. Earlier the term end semester examination of every course was based on written examination of two and a half hours which was to be conducted by the university.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://jammuuniversity.ac.in/UG-NEP

2.6.3 - Pass percentage of Students during the year

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

330

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

2.7 - Student Satisfaction Survey

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

https://www.gdcbillawar.in/notifications/student-satisfaction-survey-2020-21/582

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

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

0

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

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

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

7

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

3.2 - Research Publications and Awards

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

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

6

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

2

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

The College has organized and promoted various extension activities in and outside the college campus for sensitizing the students about various social issues. This year was also a crucial year in the history of mankind when the havoc of Covid-19 pandemic happened and it questioned all the established institutions of the society thereby creating new norms and new dimensions. So, more attention was given towards the sanitation, healthy eating and fitness through yoga and other indoor activities. NSS, NCC, Cultural Committee have organized activities like awareness campaign About Covid -19, Swacchh Bharat Abhyian, Gender Equality, Drug Abuse, Environment awareness, Republic Day, Health Awareness Programmes, Women Empowerment, Effects of Dowry, Constitution Day, World Conservation Day, Human Rights Dayetc. The purpose of organizing such events/activities was to make the students aware about various societal issues and to develop a sense of good qualities and sense of attachment for their surrounding atmosphere. Utilizing the knowledge imparted from such activities for the welfare of society was the main purpose of celebrating such days. Participating in various activities of Community service and developing a sense of belongingness creates patriotic zeal and prepare the students to make a better society as well as country.

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

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

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

13

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

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

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

22

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

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

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

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

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

0

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

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

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

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Since establishment, the College has been laying emphasis on the creation and up-gradation of its infrastructure. For creation and improvement of infrastructural facilities, the College receives funds from Govt. of Jammu and Kashmir and UGC. Over the past more than one decade, the College has done remarkably well in terms of providing adequate facilities for teaching-learning. The College has 13 classrooms out which 08 are equipped with LCD panel and Lane cable ,04 with white boards, one smart classroom with LCD Projector and smart board, every science department has well equipped laboratory with LCD Projector, one browsing centre was established in the college with 15 desktops supported with online UPS for uninterrupted power supply and also provided with internet facility (BSNL FIBre) and JioNet facility, one library with more than 13000 books equipped with LCD panel and with almost 15 computers, a computer lab equipped with 25 desktop computers and one multipurpose hall. For promotion of sports in campus, the College has a badminton court and a volleyball court. Sufficient lab assistants, librarian and other supporting staff are appointed for ensuring optimum utilization of available infrastructural facilities. Students are encouraged to utilize the available infrastructure optimally.

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

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

The College has adequate facilities for outdoor- sports, an open ground for playing cricket, a badminton court andvolleyball court. Students play games and practice various sports on these grounds. Teachers often guide and encourage students to take part in all kinds of sports and good number of students have performed well in various sporting and athletic events and brought laurels for the College. NCC cadets use open ground for parade rehearsal and other activities. Various cultural programmes such as, Teacher's day, Independence day, Republic day etc. are organized in campus. By taking participation in such events students get an opportunity to display their talents and skills. On 21st June,

2018 International Yoga day was celebrated in the College campus although as of now, the College does not have any dedicated yoga centre and gymnasium. In addition to this some more facilities are given below;

- 01 athletic track 200 mtr.
- 01 Cricket practice net (01 Cemented).
- 01 Basket bal court(28m*15m)
- 02 Volleyball Courts (18m*9m)
- Indoor Space for 2 table tennis courts and 5 Chess tables.
- 01 Long Jump pit (2.7m*9m)
- 01 Short put Pit
- 01 Kabbadi Mat
- 01 wrestling mat
- 01 Store room.

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

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

12

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

12

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	No File Uploaded

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

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year

(INR in lakhs)

`8436000`

File Description	Documents
Upload any additional information	[View File](#)
Upload audited utilization statements	[View File](#)
Upload Details of budget allocation, excluding salary during the year (Data Template)	[View File](#)

4.2 - Library as a Learning Resource

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

`GDC Billawar College has a fully automated Library Since 2021 with 11324 barcoded books .`

- `The ILMS software used for automation is E-Granthalaya developed and maintained by National informatics center, Mininstry of Electronics and Information Technology, Govt of India , version 4.0 from NIC Govt. of India.`
- `The Software is a Cloud ready Application and uses PostgreSQL-an open source DBMS as back end solution.`
- `The software is Multi-lingual, UNICODE Compliant.`
- `The Library Membership card is barcode enabled for online Circulation of Library Resources.`
- `Users Visitor register is kept at gate for recording the foot fall data of the users visiting the library.`
- `The library offers online circulation of the resources to its users.`
- `OPAC facility for information retrieval from database of books is also in place.`
- `Book drop facility is also provided for hassle free return of the books.`
- `The Library has its own Web page for accessing different E-resource portals.`

`In addition to its print Collection, a large number of e- books , e-journalsand electronic databases are subscribed from N-LIST and some open access E-resources platforms like Shodhganga and E-Shodhsindhu online platforms.`

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**A. Any 4 or more of the above**

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

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

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

7.25

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

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

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

110

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	**No File Uploaded**

4.3 - IT Infrastructure

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

The College has25 desktop computers available in the computer lab and 3 desktop computers in administrative department for smooth functioning of office. The computer lab is powered by UPS for ensuring continuous uninterrupted power supply. Adequate number of Printing and Xerox machines has been available for use by faculty members for official purposes. Jio internet facility is available to the faculty members and students for academic and research purposes. Many departments with administrative works have been provided with computers and laptops.

The college has its own website www.gdcbillawar.com and it is being updated regularly by computer department of the College. Various notices and notifications are regularly uploaded for students and faculty members. Faculty members receive official notices on their registered mobile as well

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

4.3.2 - Number of Computers

95

File Description	Documents
Upload any additional information	[View File](#)
Student – computer ratio	**No File Uploaded**

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

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

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

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

4045633

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

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

The College maintains a policy of sustained and constant improvement in maintaining and utilizing the infrastructure.

- **Science Laboratories maintenance funds are allocated annually and purchases are made through Government –e-Marketplace (GeM) as per requirements through teacher In-Charge of the Departments.**
- **The laboratories are maintained by laboratory staff under the guidance of Department Head.**
- **General laboratory safety Protocols are displayed in all the laboratories.**
- **Repair and maintenance of equipment's is taken up by authorized Company dealers.**
- **Stock registers are maintained in each laboratory and Physical verification is done by Constituted Committees.**
- **Fire extinguishers are installed at sensitive location to**

ward off any eventuality.
- **A proper procedure through accounts section of the College is used for reimbursing the bills.**
- **Sports Committee and Physical Education Department helps in Sports ground maintenance.**

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

223

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

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

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

0

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

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

C. 2 of the above

File Description	Documents
Link to institutional website	**Nil**
Any additional information	[View File](#)
Details of capability building and skills enhancement initiatives (Data Template)	**No File Uploaded**

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

95

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

File Description	Documents
Any additional information	[View File](#)
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	[View File](#)

5.1.5 - The Institution has a transparent mechanism for timely redressal of student

A. All of the above

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

3

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

202

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

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

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

0

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

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

11

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

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

The college has a number of committees that assist with college management. Students are represented on some of these committees such as Cultural committee, Complaints and Grievance redressal cell, College Women development cell, Anti-ragging committee, Students Welfare Aid committee, College beautification team, Discipline committee, NCC, NSS to ensure the transparency and to reduce favoritism and partiality. The representatives participate in committee meetings, deliberations and decision-making process and bring the much-needed students perspective to the work in hand. The student council helps in maintaining academic discipline. Current student representatives are Mr. Bartik Upadhya, Roll No. 403810129 and Ms Twinkle, Roll No. 403830119 both from Semester IV . Student representatives are actively involved to ensure a secure environment for all the students of the college. The college is sensitive to the needs and requirements of differently abled students and students from SC, ST and other weaker sections and so there is Students Welfare Aid committee and Career counseling committee. Girl representative in the women development cell ensure the rights of girls students and redress their problems to the convener of the committee.

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

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

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

23

File Description	Documents
Report of the event	View File
Upload any additional information	**No File Uploaded**
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

Well, the college has no registered alumni association but college has internal association of alumni. The alumni association is very active in promoting, mentoring and guiding the current students of the college. Our alumni have also been keenly involved in all major college functions. The objectives of the association are involving alumni in student development through participation in ongoing academic activities including teaching, workshops, conferences and promoting best practices in different areas of social life for the benefit of society. College maintains regular contact with the alumni and former faculty through e-mail groups and other social networking sites. In 2020-21, keeping in mind the safety protocols due to the Pandemic, the association organised several online meetings with the alumni and current students of the college to discuss various issues faced by the community in general and students in particular and adopt several preventive measures to combat the effects of Pandemic. Moreover the college has an Alumni page on the college official website that provides platform for the registration as well as other contributions from the Alumni.

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

5.4.2 - Alumni contribution during the year	**E. <1Lakhs**

(INR in Lakhs)

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision:

Government Degree College Billawar envisions to become a globally recognized institute of academic excellence imparting modern and traditional education through commitment, competition, and compassion.

Mission:

Our mission is to promote and impart education with a cutting edge to compete with the best in the world through innovation, erudition, conviction and inquisition using contemporary and futuristics technological methods.

Objectives:

- To empower the students and enable them to rise above all constraints.
- To promote innovative practices and students support services within the institution.
- To encourage self-evaluation, accountability, and autonomy in the intuition.
- To collaborate with other stakeholders of higher education for quality promotion and holistic approach.
- To provide value-based education and sensitize students about their social responsibilities.
- To forge strategic alliances with national and international academic institutes for greater upward mobility and broader vision and exposure.
- To promote sports, culture, social and artistic programs in order to inculcate the spirit of cooperation, planning and competition among the students.
- Preparing the students to serve the society with empathy and compassion through consultancy, remedial and

developmental programs.

File Description	Documents
Paste link for additional information	https://gdcbillawar.in/documents/visionmission
Upload any additional information	View File

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

The College firmly believes in culture of decentralisation and participative management and efforts are being made to promote this style of management. A staff secretary is duly elected by staff to address staff related issues in the College. For the smooth functioning of the College, various Committees and units are formed and these Committees have sufficient freedom in their area of operations. Decentralization is having a significant impact on policy, planning and management of elementary education.. At various levels, the college grooms the leadership. Principal, IQAC Members, teaching staff, non-teaching staff, supporting staff, and student's union, student representatives, Stakeholders and various committees jointly empowered to propose, design, formulate and execute their plans within the framework of governance. The Academic, Administrative, NCC, NSS, IQAC all are working together for the smooth running and over all functioning of the college. The principal conducts regular meetings of all the head of departments to discuss curricular and co-curricular activities of the institution. One of the most important managerial concepts the college has implemented is that the college administration is managed by appointing teachers as conveners and members of various committees.

File Description	Documents
Paste link for additional information	https://gdcbillawar.in/notifications/committee-list-2020-21/576
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Government Degree College Billawar has an inclusive approach to address various learning needs of students.

1. For Admission of Students, the College follows the University schedule for the process of admission which is duly notified in print media and the college website. All the information is notified in the Information brochure containing the information of availability of courses, staff, Merit list is prepared according to the policy of reservations and other governing rules of the government.

2. For Curriculum Development, Curriculum designing, and development is decided by the affiliating university. Faculty members regularly attend meeting of Board of Studies conducted by university of Jammu for updating or modifications in the curriculum.

3. For examination and evaluation, Semester examinations are conducted by the affiliating university. College conducts internal assessment of students according to the university guidelines.

4. For, Industry Interaction / Collaboration, Institution works in collaboration with civil administration, civil society, Indian Army, Universities, Industrial Units and Scientific

5. Research and Development, Faculty members are motivated for research publication and the latter is displayed in the display board for inspiring the others. Faculty is encouraged to organise and participate for paper presentation in seminars, workshops, and conferences within and outside the institution.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	View File

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

The college is governed under the administrative control of Department of Higher Education, Government of Jammu and Kashmir

through the Ministry of Higher Education. The Department of Higher Education is under the administrative Headship of Administrative Secretary to Government of Jammu and Kashmir. At the lower hierarchy to the Secretary is Director Colleges which is selected among the Principals of the colleges as a liaison officer. The administration of the college is the responsibility of the Principal who is directly accountable to the Department of Higher education. Next to the Principal is teaching staff from different subjects/departments which are designated as Assistant Professor and Associate Professor. Senior most teaching staff of every subject is the Head of the respective departments. In addition, full time teachers (teachers on academic arrangement) are also engaged through department of higher education depending upon the workload. Next is non-teaching staff who discharge their duties in Establishment Section, Laboratories and Library. Establishment section is run by Section Officer, Senior Assistant, Junior Assistant and Computer Assistant. Chowkidar, Gardner and Safaiwala are also among the non-teaching staff. Fourth class employees remain at the lowest rung of the hierarchy. In case of non-availability permanent fourth-class employee Need Based Local Fund Employees are engaged.

File Description	Documents
Paste link for additional information	https://gdcbillawar.in/notifications/college-ornogram-/579
Link to Organogram of the Institution webpage	Nil
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

Schemes like National Pension Scheme, General Provident Fund, State Life Insurance, Janta Group Insurance, Medical Insurance and Loan from Banks, Dearness Allowance, Children Education Allowance, Travelling Allowance, Border Allowance, Medical Allowance, House Rent Allowance is provided to all the teachingand non-teaching staff.

Scholarship from Social Welfare Department for ST, SC, OBC, Pahari Speaking Peoples, Minority Scholarship and Students Aid for needy and Poor Students, for participation in sports and other activities students are given TA @ 390/- per candidate for one side journey, DA @ 150 and Refreshment @ 50 in addition to the match fee deposited as required from time to time.

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

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

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

0

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

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

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

0

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

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

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

22

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

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

The institution supervises performance appraisal system through submitting of APR (Annual Progress Report) of the teaching staff. The APR reflects the details of refresher / orientation course/ workshops etc that the teacher attended during a particular period as it is deemed mandatory for promoting in next grade. The evaluation of courses taught and average number of clocks works in a week are computed. Teacher is given opportunity to note down the difficulties that he is facing while discharging his assignment. Not only this, his valuable suggestion/ measures are also sought for evaluating his observation for the betterment of Institution. The APR's are sought at every step of up gradation / next promotion.

Performance Appraisal for non-teaching faculty is made through the Government of Jammu and Kashmir and after joining the department as per service rules Departmental Promotion Committee(DPC) is being conducted after every 3 years. The principal concerned is being asked to give report (Annual Progress Report of last 3 years) where in the general performance, conduct, handwriting, and character is being evaluated and appraised. The complaint of the involvement in any unpleasant activity, if any, is also being reflected.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	<u>View File</u>

6.4 - Financial Management and Resource Mobilization

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

Financial audit of the accounts is an important process and is strictly followed by the Government Degree College Billawar. The college undergoes an external audit conducted by Higher Education Department and AG office. They verify and confirm all finance related document. Report of audit is submitted to Higher Education Department and AG office. In case of query, documents are sent to college for clarification. All the process in the college is strictly monitored by the Principal. The copies of the audit are also preserved in the college for records.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	<u>View File</u>

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

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

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

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

The institution is run by the government so the funds to be utilized are primarily allotted through the Higher Education Department of Jammu and Kashmir. Funds to be allotted for the institution go through the exercise of forming annual budget as per requirement. The same is being discussed with chief Accounts Officer / Financial Advisor for allotment of funds under different heads. The allotments are made to institution throughout financial year through the application of Budget Evaluation and Management System (BEAMS).Optimum end use of the funds is made as per the rules and regulations and is subjected to audit by the government Within the institution funds are mobilized out of a specific percentage of the fee collected from the students. These funds are grouped under heading "Local Funds". These funds are utilized for the benefit of students and for meeting other minor expenses of the college. To ensure the optimum end use of these funds college development and purchasing committees are framed.

File Description	Documents
Paste link for additional information	beamsjk.gov.in
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

To enhance the quality of the institution in all spheres, various quality assurance strategies initiated by the IQAC of the college.All faculty members are encouraged to participate in various orientation, refresher courses, Workshops, Seminars, and conferences which helps them to increase their knowledge and remain up to date with regard to their subjects. Teachers are also supported and encouraged to participate in examination evaluation processes. The IQAC also provides guidelines, internet access and verification processes for the students to get the post- Matric scholarships, PMSSS. The college also provides platform for the students to participate in Intra-College and Inter-College level debates, competitions, seminars etc. Regular meetings of IQAC are conducted under the chairmanship of worthy Principal with the fixed agenda and suggestions are taken from all the members of IQAC for improvement and better implementation

of curriculum. All the teachers are encouraged to use audio-visual teaching aids, charts, models etc. for effective teaching-learning processes. Almost all the laboratories are provided with charts, models etc for effective teaching- learning process. Interactive panels are installed in all the classrooms of the college for better learning.

File Description	Documents
Paste link for additional information	https://gdcbillawar.in/events.php https://gdcbillawar.in/notifications/committee-list-2020-21/576 https://gdcbillawar.in/documents/bestpractices
Upload any additional information	View File

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

The institution reviews it's teaching learning process, structure and methodologies of operations and learning outcomes at periodic intervals. Some of activities of IQAC in this regard are given as under:

1.Students feedback on faculty, teaching learning process and evaluation: Students feedback significantly shows the actual quality of teaching learning process. The student's feedback is conducted as per the following norms: (a) All the students are allowed to give feedback on faculty, teaching learning process and evaluation so that actual picture is ascertained. (b) After evaluating the feedback from students, the teacher if evaluated with low performance is instructed accordingly. (c) The whole process is being operated through IQAC and no other faculty member is involved at any stage.

2. For Academic monitoring, the academic monitoring committee conducts regular visit to the classes regarding the regularity and punctuality of class work and regularly check the status of syllabus completion. The principal is informed on daily basis.

3. For syllabus Monitoring, the worthy Principal and IQAC Convener keeps vigil on the completion of syllabus and ascertains information regarding the quantum syllabus completed, so that the prescribed syllabus is completed within stipulated time.

File Description	Documents
Paste link for additional information	https://gdcbillawar.in/notifications/Naac/5 https://gdcbillawar.in/notifications/naac-2018-alumini-feed-back-form-/121 https://gdcbillawar.in/notifications/naac-2018-student-feedback-form/122 https://gdcbillawar.in/notifications/naac-2018report-of-feedback-from-parents/123 https://gdcbillawar.in/notifications/committee-list-2020-21/576
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	B. Any 3 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

As a leading institution of far-flung area of Billawar, our vision rests on creating a safe space for our students and

providing a gender sensitive and empowering education. The pedagogy of gender sensitization is not limited to classrooms alone. The college has organized multiple formal events related to gender in 2020-2021. Different committees of the college are involved in organizing different seminars, debates, quizzes, nuked natak to aware the students about the inequalities confronting all genders. The Women's empowerment and cultural committee of the college played a critical role in fostering gender sensitivity on campus. The focus of the institution to provide adequate space for students to engage in open discussions and think critically on various issues such as:

1. Women and labour 2. gender and sexuality 3. women and lockdown 4. women and caste 5. laws and rights 6. public health and hygiene. The college has also successfully organized various intercollegiate seminars on gender inequalities especially on international women's day. The sexual harassment and women empowerment committee of the college has also organised a workshop for all the students on the issue of at the workplace with special emphasis on internships.

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

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	C. Any 2 of the above

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

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste

management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The use of single-use plastics is banned from the college premises as the institution is a plastic free campus.. Green environment society of the college organised 4 cycles of an at-home antiplastic campaign. For the campaign, the students segregated and collected plastic over the course of fifteen days per cycle. Guidelines were provided about how to segregate plastic and replace it with other environment friendly materials. College cultural committee in collaboration with environment committee organised a Zero Waste Week from 6th September to 12th September 2020. The week-long campaign began with a webinar "Roadmap to Sustainability", followed by Creative writing and Poster Making competition, quiz, and DIY competitions on the theme of sustainability. The campaign concluded with a webinar titled "Sustain'know'ability".

We have pits in 2 locations. Recycling workshops were held amongst students by the Green environment society raise awareness about plastic waste, food waste and menstrual waste.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	**C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:
 	
    1. **Restricted entry of automobiles**
    2. **Use of Bicycles/ Battery powered vehicles**
    3. **Pedestrian Friendly pathways**
    4. **Ban on use of Plastic**
    5. **landscaping with trees and plants**
	A. Any 4 or All of the above

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

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

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

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment	B. Any 3 of the above

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

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

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

The institution values inclusionary practices in its admission policy. We celebrate cultural, regional, linguistic, communal, socio-economic diversities through student societies. GDC Billawar Programme makes students key agents in empowering young minds. The cultural committee and Red Ribbon Club celebrated diverse cultures through webinars and performances. Linguistic Diversity Initiatives: GDC Billawar promotes linguistic diversity. Hindi Debating Society organised inter-college debating competitions. Poetry Society's held annual competitions in Hindi, Urdu, and English.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

The College has been committed to educating our students as constitutionally aware citizens sensitized to their Fundamental Rights and Duties. Various programmes and activities are

organised both by departments as well as societies. The National Cadet Corps (NCC) unit of GDC Billawar is dedicated to creating a 'sense of patriotic commitment' for national development. The NCC appoints Campus Ambassadors in their SVEEP programme besides participating in the Republic Day Camp, Ek Bharat Sresht Bharat Camp. To promote the ideal of the Swachh Bharat Abhiyan, College organises cleanliness drives like Swachhta Pakhwada.. International Yoga Day has been observed by the college through a session on "Self-Reliance in Health through Yoga" to celebrate the 7th International Yoga Day, 2021. NCC in collaboration with National Service Scheme NSS, organized a webinar on the topic "International Yoga Day" where eminent speakers were invited. NSS celebrated the "International Yoga Day" by conducting various events like Video Demonstrations of different Yoga Asanas and Poster Making to spread awareness about procedures and benefits of various Yoga Asanas from 18/06/2021 to 21/06/2021.. "National Unity Day" was observed with a pledge to celebrate our glorious history of national integration.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	C. Any 2 of the above

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

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

Institution celebrates / organizes national and international commemorative days, events and festivals Commemorating days, events and festivals of national importance honors the great heritage of India. Recognizing the momentous contributions of historical figures to freedom and justice, likewise, inspires the youth. GDC Billawar observes several nationally and internationally significant occasions to educate our students on the history, traditions and practices of India in engaging and participatory ways. GDC Billawar celebrated India's Independence Day with much fanfare. Students, teachers and administrative staff joined in the celebrations, which commenced with the singing of the National Anthem, and included cultural performances carefully curate by the College Cultural Committee. The Republic Day was marked with various programmes organized by College Cultural Committee. As a tribute to the father of our nation, on 2nd October, the birth anniversary of Mahatma Gandhi, several programmes were organized by the College Cultural Committee. There was Quiz on "Mahatma Gandhi and his teachings" and a Campaign on " What is Peace to you?". The idea was to familiarize students with the life and philosophy of Gandhiji. Since its launch on 2nd October 2014, as part of the Swachh Bharat Abhiyan which seeks to accomplish one of the cherished principles of Gandhiji.

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

7.2 - Best Practices

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

1. Green Campus and Open Class Rooms

2. Ban on Polythene and Single Use Plastic

3.Blood Donation Camps and Compaigns

4. Adoption of Villages by NCC and NSS Volunteers

5. Blended Mode Teaching and Learning

6. Promoting Human, National and Spiritual Values

7. E-Office to ensure paperless office

8. E-Governance through data management softwares

9. Feedback from stakeholders

10. Appreciation for the Best Performers

11. Community Connect through Extension and outreach activities

12. Plantation Drives within and outside the campus

13.Creating Best out of Waste

14. Remedial Classes for slow learners and Brain storming sessions for advanced learners

15. E-admissions and E-Assessment including E-RRs

16. Use of Smart Boards and ICT facilities for Class transactions

17. Field and Industrial visits for the learners

18. Organising National, International Seminars and Events to boost the Research and Academic Excellence

19.My College, My Pride : By encouraging mass participation in Sports and Games

20.Organising Training and workshops to upskill the Employees

21. Staff Donation Fund For the Poor and the needy students Students

22. Equity and Access in the use of campus facilities

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

7.3 - Institutional Distinctiveness

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

Government Degree College, Billawar UT of J&K, India has played a pivotal role in providing educational opportunities to the rural areas surrounding it. The College opened its doors in the year 2005, for imparting knowledge to the first generation learners of rural areas of sub division Billawar, of district Kathua to bring about a radical change and socio-economic development in the society.

The location of this College is endowed with natural beauty, serenity and tranquility. This place is considered as the cultural capital of J&K. The distinct characteristic enables the preservation of ancient heritage tradition. The high ratio of female students enrolled is a manifestation that women empowerment which is the need of the hour is prevalent.

This Institution has progressed by leaps and by bounds acquiring all pre-requisite affiliation from Jammu University and UGC

Certification of recognition under 2(f) and 12(B). Today the College is able to position itself as a reputed educational entity in fields ranging from academics, sports activities and cultural programmes by providing access to quality education for all, with a special emphasis on under privileged students enrolling from geographically backward area within the hilly region of district Kathua.

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

7.3.2 - Plan of action for the next academic year

The College stands true to its founding vision and mission of providing transformative education that will enable our students to develop as persons of competence, conscience and compassion and to create a just, humane and inclusive society. As a leading liberal arts college, our priority rests on providing a gender sensitive and empowering education which will help them to realise their potential and self-worth. We train our students to become enlightened citizens and make a significant contribution in all spheres of national and global life. In order to pursue the goal of transforming our society as empowered individuals, the students shall have the exposure of education through various industrial academic collaborations. This year, we plan to focus on sustainable development and environmental consciousness. We intend to realise this aim by translating JMC values into our educational pedagogy to inculcate a sense of responsibility and accountability within the students vis-à-vis the environment by organising debates and/or seminars. There will be a consolidation of plastic collection drivesand sustainable practices to preserve the campus environment. The institution will also provide opportunities to both teaching and non-teaching staff to hone their knowledge and skills through Faculty Development Programmes and Self Enhancement Workshops. We also intend to focus on streamlining data by the various departments, offices, library, committees and Clubs of the College. We shall also strengthen the mentor-ward system by ensuring that our students receive proper counselling and mentoring to enable them to deal with personal and career-related problems.