Annual Quality Assurance Report (AQAR)

2016-17

Govt. College For Women

M.A. Road Srinagar.

Cluster University Srinagar.

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The Annual Quality Assurance Report (AQAR) of the IQAC

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

Part – A

. Details of the Institution

1.1 Name of the Institution

| Govt. College For Women M.A. Road Sgr. |

1.2 Address Line 1

| Moulana Azad Road, Srinagar |

Address Line 2

| Srinagar J&K , 190001. |

City/Town

| Srinagar. |

State

| Jammu & Kashmir |

Pin Code

| 190001 |

Institution e-mail address

| gcwmaroad@yahoo.in |

Contact Nos.

| 9419012127 /0194-2479432 |

Name of the Head of the Institution:

| Prof. Shaheen Altaf |

Tel. No. with STD Code:

| 01942479432 |

Name of the IQAC Co-ordinator:

| Dr. Mehnaz Shaiekh |

Mobile:

| 9419078570 |

IQAC e-mail address:

| iqacwc@gmail.com |

1.3 **NAAC Track ID** (For ex. *MHCOGN 18879*) | JKCOGN11424

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

EC/60/RAR/4 Dated : july, 05 , 2012

1.5 Website address: www.gcwmaroad.org

Web-link of the AQAR: http://gcwmaroad.org/wp-
content/uploads/2018/11/JKCOGN11424GCWMAROADA
QAR-2016-17.docx

1.6 Accreditation Details:

S.No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
01	1st Cycle	A	86.10	2004	2009
02	2nd Cycle	A	3.31	2012	2017
03	3rd Cycle	Under Process			
04	4th Cycle				

1.7 Date of Establishment of IQAC: DD/MM/YYYY   04/09/2003

1.8 AQAR for the year *(for example 2010-11)*   2016-17

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

   i. AQAR 2014-15 _____ (08/11/2018)

   ii. AQAR 2015-16 _____ (08/11/2018)

1.10 Institutional Status

University   State [ ]   Central [ ]   Deemed [ ]   Private

Affiliated College   Yes [Y]   No [ ]

Constituent College   Yes [Y]   No [ ]

Autonomous college of UGC   Yes [ ]   No [N]

Regulatory Agency approved Institution   Yes [ ]   No [N]

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

Type of Institution   Co-education [N]   Men [N]   Women [Y]

        Urban [Y]   Rural [Y]   Tribal [Y]

Financial Status   Grant-in-aid [Y]   UGC 2(f) [Y]   UGC 12B [Y]

        Grant-in-aid + Self Financing [ ]   Totally Self-financing [ ]

1.11 Type of Faculty/Programme

Arts [Y]   Science [Y]   Commerce [X]   Law [X]   PEI (PhysEdu) [X]
                                                          As subject

TEL (Edu) [ ]   Engineering [X]   Health Science [N]   Management [X]

Others (Specify) | Computer Applications & Mass Communication |

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

University of Kashmir / Cluster University Srinagar

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

Autonomy by State/Central Govt. / University | X |

University with Potential for Excellence | X | UGC-CPE | X |

DST Star Scheme   UGC-CE | X |

UGC-Special Assistance Programme | X | DST-FIST | X |

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

UGC-COP Programmes | X |

2. IQAC Composition and Activities

2.1 No. of Teachers | 09 |

2.2 No. of Administrative/Technical staff | 01 |

2.3 No. of students | 02 |

2.4 No. of Management representatives | x |

2.5 No. of Alumni | 02 |

2.6 No. of any other stakeholder and community representatives | 02 |

2.7 No. of Employers/ Industrialists | x |

2.8 No. of other External Experts | 02 |

2.9 Total No. of members | 18 |

2.10 No. of IQAC meetings held | 07 |

2.11 No. of meetings with various stakeholders: Total No | 6 | Faculty | 2 |

Non-Teaching Staff | 1 | Students | 1 | Alumni | 1 | Parents | 1 |

2.12 Has IQAC received any funding from UGC during the year?   Yes | | No | N |

If yes, mention the amount | xx |

2.13 Seminars and Conferences (only quality related)

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

Total Nos. | | International | | National | | State | | Institution Level | |

(ii) Themes | |

2.14 Significant Activities and contributions made by IQAC

> Create environmental awareness among students through the activities of NSS, etc.

> Assisted the Principal in nominating staffs in charge for all statutory positions and clubs.

> Monitoring the working of tutorial system by nominating a tutorial convener for its effective functioning.

> Given suggestions to the departments to apply for UGC fund for Research Projects and organizing seminars, workshops etc.

> Motivated faculties and students to participate in seminars and symposiums.

> Encouraged faculty to indulge in research activities.

> Fitness oriented activities are provided in the health club.

> Class representatives to be nominated for each class so that they can represent class and come out with problems.

> Encourage the students to participate in sports activities.

.

2.15 Plan of Action by IQAC/Outcome :

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

Plan of Action	Achievements
Instructed all HODs to prepare Academic Calendar for the year 2016-17 before the commencement of academic year.	All departments prepared academic calendar and all activities of the department was conducted accordingly.
To ask all teachers to submit their semester wise teaching plan for the year.	All teachers prepared and submitted semester wise teaching plan
To ensure the participation and presentation of papers in as many seminars and conferences	Five faculties participated in such events
Enhance the research activities of the Faculty	Faculty participated in different conference / Symposiums.
Decision to take feedback from the students teaching learning and evaluation	All the committees were formed and they Functioned effectively.
Constitution of different clubs and committees for the effective functioning of various activities in the college	All Departments formed their Associations and the HoDs submitted their plan of action. All Associations functioned according to the schedule.
Formation and Inauguration of Department Associations and submission of action plan for the year 2016- 2017	Conducted annual athletic meet and Inter house football, volleyball and cricket tournament
To encourage sports and games	Career guidance classes Students were participated in the interview conducted by ASAP. Informed students regarding recruitment drives conducted at various centers.
To enhance job skills and ensure placement internationally important days	Awareness cum orientation programme was organized on 1st September

Celebration and observance of Nationally and Internationally important days	Environmental Day Science Week NSS Day Reader's Day
Infrastructure Development	RUSA – Building Science Block
Co-curricular activities to enhance talents of the students	Study tour and industrial visits A day has been identified to conduct various cultural and co-curricular activities . News letter earn while you learn scheme

* Attach the Academic Calendar of the year as Annexure.

1.16 Whether the AQAR was placed in statutory body   Yes | Y | No | x |

Management | Y | Syndicate | x | Any Other Body | x |

Provide the details of the action taken

> The action plan was placed in the Management Committee and the other statutory bodies and sanction was accorded.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of Existing Programmes	Number of programmes added during the year	Number of Self Financing Programmess	Number of Value added /Career Oriented Programmess
PhD	Nil			
PG	02	0	0	0
UG	06	0	0	0
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	08			

Interdisciplinary				
Innovative				

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

CBCS

(ii) Pattern of programmes:

Pattern	Number of Programmes
Semester	08
Trimester	No
Annual	No

1.3 Feedback from stakeholders*Alumni Y Parents Y Employers x Students Y
   (On all aspects)

Mode of feedback : Online N Manual Y Cooperating schools (for PEI) X

Please provide an analysis of the feedback in the Annexure

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

> As the college is under affiliated system, revision of syllabi is carried out by the University where the some faculty members are part of BOS.

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

>

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of

permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
104	55	49	1	101

2.2 No. of permanent faculty with Ph.D. | 44 |

2.3 No. of Faculty Positions

Recruited (R) and Vacant (V)

during the year

Asst. Professor		Associate Professor		Professor		Others		Total	
R	V	R	V	R	V	R	V	R	V
48	72	48	0	1	0	0	0	93	72

2.4 No. of Guest and Visiting faculty and Temporary faculty | |

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National Level	State Level
Attended	8	14	--
Presented papers	16	2	--
Resource Persons	--	--	--

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

- The institution is moving towards student oriented method of teaching and learning.
- Presentation of seminars and dissertations by the students, setting up of more and more ICT enabled class rooms etc are some of the efforts made by the institution towards this goal.

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

101   (Due to Turmoil in Kashmir Valley)

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

Open Book, Photocopy provided on demand

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

04

2.10 Average percentage of attendance of students

55-60 %

2.11 Course/Programme wise

distribution of pass percentage :

Level	Programme	Total No. of Students Appeared	Total No. of Students Passed/ awarded degree	Out of total No. of Students. Passed with 60 % or above.
UG	BCA	39	37	35
PG	M.SC	7	5	4
UG	B.A (Honors)	20	17	15
UG	B.A	890	730	450
PG	M.A	21	19	17
UG	B.SC	477	394	280
UG	BA (MCMP)	9	9	9

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

IQAC always monitors and evaluates the effectiveness of the Teaching Learning process by instructing departments to conduct class tests, question answer sessions and by taking feedbacks from the students. IQAC ensures that the tutorial system is effectively implemented.
IQAC take care in arranging necessary infrastructure and technological facilities in enhancing the quality of teaching and learning. Use tutorials for identified weak students.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	03
UGC – Faculty Improvement Programme	x
HRD programmes	x
Orientation programmes/Refresher Course	x
Faculty exchange programme	x
Staff training conducted by the university	x
Staff training conducted by other institutions	x
Summer / Winter schools, Workshops, etc.	09
Others	x

2.14 Details of Administrative and Technical staff.

Category	Number of Permanent Employees	Number of Vacant Positions	Number of Permanent Positions filled during the year	Number of Positions filled temporarily
Administrative Staff	11		0	0
Technical Staff	11	30	0	0
Labs / Departments	40		0	0

Criterion – III

3. Research, Consultancy and Extension

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

> ➢ Making initiative for organizing more conference / workshop to endure research environment.
> ➢ Implementing ICT and Latest tools in teaching practices.
> ➢ Efforts to introduce students to research environment.

3.2 Details regarding major projects.

	Completed	Ongoing	Sanctioned	Submitted
Number	NIL	NIL	NIL	NIL
Outlay in Rs. Lacs	NIL	NIL	NIL	NIL

3.3 Details regarding minor projects.

	Completed	Ongoing	Sanctioned	Submitted
Number	NIL	NIL	NIL	NIL
Outlay in Rs. Lacs	NIL	NIL	NIL	NIL

3.4 Details on research publications.

	International	National	Others
Peer Review Journals	19	18	--
Non-Peer Review Journals	--	--	--
e-Journals	19	18	--
Conference proceedings	3	--	--

3.5 Details on Impact factor of publications:

Range 0-21   h-index 0-12   Nos. in SCOPUS   6

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

Nature of the Project	Duration Year	Name of the Funding Agency	Total grant Sanctioned	Received
Major projects	X			
Minor Projects	X			
Interdisciplinary Projects	X			
Industry sponsored	X			
Projects sponsored by the University/ College	X			
Students research projects *other than compulsory by the University*				
Any other (Specify)	Nil			
Total				

3.7 No. of books published i) With ISBN No. 02   Chapters in Edited Books 01

ii) Without ISBN No.   01

3.8 No. of University Departments receiving funds from.

UGC-SAP   CAS   DST-FIST

DPE ☐   DBT Scheme/funds ☐

3.9 For colleges   Autonomy ☐ CPE ☐   DBT Star Scheme ☐

           INSPIRE ☐ CE ☐   Any Other (specify) ☐

3.10 Revenue generated through consultancy   NO

3.11 No. of conferences Organized by the Institution

Level	International	National	State	University	College
Number					
Sponsoring agencies					

3.12 No. of faculty served as experts, chairpersons or resource persons   4

3.13 No. of collaborations   International 0   National 0   Any other 0

3.14 No. of linkages created during this year   0

3.15 Total budget for research for current year in lakhs :

From funding agency ☐   From Management of University/College 0

       Total ☐

3.16 No. of patents received this year:

Type of Patent		Number
National	Applied	0
	Granted	0
International	Applied	0
	Granted	0
Commercialized	Applied	0
	Granted	0

3.17 No. of research awards/ recognitions received by faculty and research fellows

Of the institute in the year:

Total	International	National	State	University	Dist	College

3.18 No. of faculty from the Institution `02`

who are Ph. D. Guides/Co-Guide

and students registered under them `02`

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

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

JRF `x`   SRF `x`   Project Fellows `x`   Any other `x`

3.21 No. of students Participated in NSS events:

University level `300`   State level `300`

National level `x`   International Level `x`

3.22 No. of students participated in NCC events:

University level   State level `40`

National level `22`   International Level

3.23 No. of Awards won in NSS:

University level   State level

National level   International Level

3.24 No. of Awards won in NCC:

University level   State level `2`

National level   International Level

3.25 No. of Extension activities organized:

University forum   College forum `5`

NCC `0`   NSS `30`   Any other

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

- Career Advancement Programmes
- Industrial Visits

- Plantation Drive 8ᵗʰ March, 2016
- Exhibition cum sale of craft on 2ⁿᵈ June,2016
- NCC activities
- De addiction awareness Programme
- Women empowerment Programme-WSC on 9ᵗʰ March, organizes a Women Writers meet.
- Eco friendly environmental awareness program
- NSS Activities 2016
- 31ˢᵗ Dec.-Organized awareness Programme about VISAKA in collaboration with J&K Bank

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	8.5 acre			
Class rooms	50 No.s	RUSA		
Laboratories	27 No.s			
Auditorium	01(Three Hundred Capacity)			
Conference Hall	01(One Hundrend Capicity)			
No. of important equipments purchased (≥ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

Under Process

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	13500	2585705	400	60000	13900	2645705
Reference Books	42300	6675375	300	40000	42600	6715375
e-Books						
Journals	NIL					
e-Journals						
Digital Database						
CD & Video						
Others (specify)						

4.4 Technology up gradation (overall):

	Total Computers	Computer Labs	Internet	Browsing Centers	Computer Centers	Office	Departments	Others
Existing	181	06	01	01	01	03	36	
Added	**23**	0	0	0	0	0	0	
Total	204	06	01	01	01	03	36	

4.5 Computer, Internet access, training to teachers and students and any other

programme for technology up gradation (Networking, e-Governance etc.)

In house trainings were given to teachers and office bearers to improve their computer proficiency. Computer labs and browsing centers are well utilized by students.

4.6 Amount spent on maintenance:

i) ICT
1,71,174/=

ii) Campus Infrastructure and facilities /Equipments/ Others
6,41,775/=

Total
812,949/=

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services:

- IQAC instructs the tutors to inform the students about the student support services available to them.
- Orientation Programme for parents and students
- Parent teacher meetings.
- Remedial coaching and scholar support programmes.
- Identifies students in need of counseling
- Talented students are encouraged to take part in competitions and fests organized in other Colleges/ Institutions.
- Conducted seminars on various topics.
- Augmenting of water filters, Rest room for students.

5.2 Efforts made by the institution for tracking the progression:

- Progression of the students is tracked by taking feedback from students on student's career progression
- Continuous Evaluation is done through internal exams, seminars, assignments etc.
- PTA meetings.

UG	PG	Ph.D	Others
5643	17	0	0

5.3 (a) Total Number of students

(b) No. of students outside the state   X

(c) No. of international students   X

	No	%		No.	%
Men			Women	5643	100

Last Year 2015-16						This year 2016-17					
General	SC	ST	OBC	Physically	Total	General	SC	ST	OBC	Physically	Total
4683	16	99	13	00	4811	5439	32	32	140	00	5643

Dropout 8.4 %

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

. NIL

No. of students beneficiaries ☐

5.5 No. of students qualified in these examinations:

NET ☐   SET/SLET ☐   GATE ☐   CAT ☐

IAS/IPS etc. ☐   State PSC ☐   UPSC ☐   Other ☐

5.6 Details of student counseling and career guidance:

- It is the duty of the respective tutors to identify students having problems. If the problem is not solved he/she will be taken to the counseling coordinator who is trained for this. Finally if the problem persists, he/she will be referred to the Professional Counselor.
- Career Guidance of our College is being managed by Career Guidance and Placement Cell. This Cell conducts classes and talks by eminent persons on Career opportunities, personality development, communication skills etc Awareness programme organized by NIIT , Bajaj Alliance, IIT Mumbai (Spoken Tutorials – 30). UDAAN mega recruitment drive conducted. PMSS Facilitator.

No. of students benefitted   270

5.7 Details of campus placement:

On campus			Off Campus
Number of Organizations Visited	Number of Participated	Number of Students Placed	Number of Students Placed
07 MNC's Visited College	150		

5.8 Details of gender sensitization programmes:

- Sensitizing programme on security and safety of women (WSC) on 9th March 2016
- Latest developments on security and Research 24th March 2016 (SWC)

5.9 Students Activities:

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

State/ University level 25   National level 09   International level ☐

No. of students participated in cultural events:

State/ University level 02   National level ☐   International level ☐

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

Sports : State/ University Level 28   National Level X   International Level ☐

Cultural: State/University Level ☐   National Level ☐   International Level ☐

5.10 Scholarships and Financial Support:

	Number of students	Amount
Financial support from institution		
Financial support from government	280	397500/=
Financial support from other sources	**27**	110,000/=
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives:

Fairs: State/ University level | X | National level | X | International level | X |

Exhibition: State/ University level | x | National level | X | International level | X |

5.12 No. of social initiatives undertaken by the students: | 30 |

5.13 Major grievances of students (if any) redressed: | 06 |

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution:

> ➢ An institution of Academic excellence.
> ➢ Centre for women emancipation and empowerment.
> ➢ Deemed Women's University.

MISSION

> ➢ Prepare enlightened moral upright and emotionally balanced and socially committed students.
> ➢ Provide comprehensive contemporary education through use of latest technologies.
> ➢ Develop work ethos through entrepreneurship skills and values of human and composed culture.
> ➢ Prepare students to be productive individuals with clarity of thoughts.

6.2 Does the Institution has a management Information System

Partially automated.

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

6.3.1 Curriculum Development.

The faculty members from various departments are a part of BORS and are actively involved in framing of Syllabi in the university.

6.3.2 Teaching and Learning

The college adheres to the academics calendar

- Highly qualified and dedicated staff.
- Innovative Teaching method adopted.
- Learning beyond curriculum.
- CBCS enforced.
- Student feedback collected
- ICT usage for effective learning.
- Remedial Classes

6.3.3 Examination and Evaluation

Examination and evaluation is done by the affiliating University. Many of our faculty members work as external examiners, university board members, university board chairman and evaluators. We conduct internal exams and class testes to evaluate our students periodically and presentations.

6.3.4 Research and Development.

Some departments are doing active research as part of their curriculum . They submit academic research projects at the end of the semester. Faculties are encouraged to apply for research projects.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Automation of library in process computer browsing centers, with internet facility are accessible to students.

Well equipped Physics, Chemistry, Zoology, Botany, Bio-Chemistry, Bio-Technology, Bio-Informatics,

Home Science, BCA, Electronics and IT Labs are available for students.

6.3.6 Human Resource Management.

Local Fund engaged as and when needed.

6.3.7 Faculty and Staff recruitment.

The Department of Higher Education along with public service commission makes appointments through well-defined procedures.

6.3.8 Industry Interaction / Collaboration.

NA

6.3.9 Admission of Students.

Centralized Allotment Process is followed in admission process and it is carried out as per the University norms and government orders.

6.4 Welfare schemes for.

Teaching	Loan facility is provided Bank Besides PF, SLI etc are provided.
Non teaching	PF, SLI, along with loan facility is provided
Students	Merit scholarships, financial Aid, Scholarships by Alumni.

6.5 Total corpus fund generated.   564300

In 2016 at the rate of 100 per candidate deposited to KU.

6..6 Whether annual financial audit has been done.   Yes   Y   No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	College Advisory	Yes	Principal
Administrative	Yes	A.G. Audit Finance Department	Yes	Management

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

For UG Programmes   Yes | x | No | Y |

For PG Programmes   Yes | x | No | Y |

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

| Na |

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

| Na |

6.11 Activities and support from the Alumni Association.

Alumni association generally constitute cash awards to toppers in different disciplines and to best out going student.Shri SL Dhar scholarship initiated by Prof.Neerja Mattoo (Best English Graduate) scholarship by Kashmir Chamber of Commerce and Industries on 10th May,2017, 5000 each for 50 students 50,000 for College Library for revival after floods.

6.12 Activities and support from the Parent – Teacher Association.

- Interaction with alumni through mails in involvements of IQAC.
- Financial Support for merit holder students.
- Donation for needy students.

6.13 Development programmes for support staff.

| Yes |

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

- Polythene free zone, Plantation of pine and Coniferous medicinal plants, botanical garden.Forest department of Kralsangri and other agencies like pant introduction centre Chashmashahi help in providing plants to make the campus eco friendly.
- The department of Botany take care of landscape and beautification of the college campus.
- The NSS students make the college campus clean day.
- The waste management of the campus is being taken care by SMC.

Criterion – VII
7. Innovations and Best Practices

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

- All departments prepared academic calendar and all activities of the department was conducted accordingly.
- All teachers prepared and submitted semester wise teaching plan
- Feedbacks were taken and analyzed.
- Admission committee was formed and they conducted the process of admissions without any grievances and by complying all Government, University and College regulations. Regulations regarding reservations were also complied.
- All the committees were formed and they functioned effectively.
- All Departments formed their Associations
- Conducted annual athletic meet and Interdepartmental football, volleyball and cricket
- Formed college union

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

- Up gradation of infrastructure, smart class room, labs in-terms of chemicals and equipment.
- Improve the reference matter in the library and speed up the automation process of Library.
- Upgraded of equipment in the Gymnasium.
- Organized programs on gender sensitization, health issues, and environmental preservation.

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

1. Installation of CCTV Surveillance.
2. Morning Assembly.

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

7.4 Contribution to environmental awareness / protection.

We have a botanical garden as well as medicinal plant garden. We celebrate our environmental week by planting trees in our campus. No polythene drive by students, painting computation with the theme safe environment is done by the department of environmental science. Together with the forest department we distribute rare plants to local community and students.

7.5 Whether environmental audit was conducted?   Yes

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

Strengths:
- Govt. College for Women, M. A. Road, Srinagar is situated centrally in the heart of Srinagar city stretching along 80 Kanals of land.
- Campus is equipped with State of the Art conference hall, Library, Auditorium, Language lab. Gymnasium, Health Care Unit, with full time paramedical staff, two hostels and playground.
- The college is NAAC re-accredited with grade "A"
- Adequate laboratory infrastructure to run UG and PG Programmes.
- Active unit of NCC and NSS cadre to serve the society.
- Few smart class room equipped with audio visual amenities.
- Collective leadership, responsibility and team work with feedback oriented performance appraisal.
- Enhancement of academic qualification of the faculty members.
- Course curriculum designed by KU / Cluster University Sgr. In consultation with college faculty and repeatedly updated.
- Strong teaching-learning process with greater emphasis on learning.
- EDUSAT Hub operational to share web lectures.
- Teachers are highly committed, competent and qualified, retention rate of faculty members is high.
- College offers PG courses in English and Human Development.
- Encourages subject tours and field trips besides educational tours.
- Focus on extra-curricular activities and sports to ensure all round development of students.
- The college provides equal opportunities to the SC/ST/OBC and less privileged students of various classes of the society.

Weaknesses:
- Not able to meet the growing demand of infrastructure facilities.
- Limited scope of expansion in terms of enrollment, infrastructure and faculty.
- Lack of maintenance/replacement of Lab equipment on periodic basis. Aging technology and equipment.
- Lack of off campus and alternative programs (e.g. online courses).
- Limited programme diversity when compared to the wider range of programme possibilities in the broad field of physical activities.
- Inadequate levels of personnel, facilities and funding to meet growing student demand for programmes and classes.
- No. of smart class rooms be increased along with modernization of existing laboratories. Power back up to be augmented.
- Planning and development of research facilities on need basis is required.
- Ph. D. programme needs to be introduced.
- Innovative and creativity needs to be encouraged.

Opportunities:
- Well placed to undertake research and outreach programmes.
- Opportunity to introduce market related courses.
- Can mould our pass out into prospective entrepreneurs through various programmes.
- Changing demographics in the region and a growing population affords opportunities for the placement of our graduates in the job market.
- Geographic location affords opportunities to develop consultancy

Threats:
- Outside of the college many misperceptions and myths exist related to an understanding of what the college does in terms of its academic and scholarly activities.
- External threat changing priorities and limited funding can potentially create internal tension over limited resources.

8. Plans of institution for next year.

- Encourage ICT enabled teaching
- MoU with industrial organizations
- Change the campus to more nature friendly one
- To install Solar Panels for energy conversation
- Apply for more research projects and seminars
- Enhance the research culture among the Faculty
- To conduct energy, water and biodiversity audit
- To organize more talks on women empowerment and gender sensitization
- To observe all days of national importance
- Better administrative reforms
- Better infrastructure facilities
- More wash rooms to be set up. Drainage to be improved.
- Documentation center with printing facilities to be set for the students.

Name :   Prof. Shaheen Altaf

_____ Sd

Signature of the Coordinator, IQAC

Name Dr. Mehnaz Shiekh

Signature of the Chairperson, IQAC

Annexure - I

Two Best Practices 16-17

CCTV Surveillance

Objective - The main objective of this best practice was to keep a vigil all over the campus.

Evidence of Success – Being a women college located in the heart of the city, employing CCTV monitoring on the campus helped in keeping a track on all the activities on the campus. It provided on-spot information of the different facilities in the institution.

Morning Assembly

Objective – The main objective of this conducting a morning assembly every fortnightly on Wednesdays was to make the students aware of the events taking place in the college.

Evidence of Success -   Participation of students in curricular, extracurricular activities increased manifold after the morning assembly become a routine in the college. The morning assembly served as a bridge between the faculty and students.

Academic Calendar 2016-2017

January	
Activity	**Organized By**
Coaching for PG Entrance Exams	Career Counselling and Guidance
Staff Council Meet	IQAC
Computer Literacy Program for Non-Teaching Staff	HRD & IT
Library Stock Verification	Stock Verification Committee
Educational Tour	Sports Committee/ Excursion Committee

February	
Activity	**Organized By**
Admission Process for 1st year	Admission
Academic Career Counselling	Career Counselling and Guidance
Stock Verification (General Stock and Labs)	Stock Verification Committee
IQAC Meet to finalize Institutional Plan	IQAC

March	
Activity	**Organized By**
Re-Opening of College	
Staff Council Meet	IQAC
Admission Process for II year and III year	Admission Committee
International Women's Day	Women Studies
Arbor Day / Plantation	NSS
Commencement of class work UG/ PG	IQAC
World Heritage Day	NSS
Fresher's Day	Dean Students Welfare
Submission of Annual Teaching Plan	IQAC
Women Studies Advisory Meet	Women Studies Centre

April	
Activity	**Organized By**
Welcome to New PG Students	Dean Students Welfare
College Advisory Committee Meet	IQAC
Enrollment of NSS / NCC Volunteers	Dean Students Welfare
Election of students council	Dean Students Welfare
Parent Teachers Meet (Ist Year Science)	Dean Students Welfare
Meeting of Literacy club	Debating committee
Iqbal Day	Debating Committee
Meeting of Sports Committee	Sports Committee
Students council Meet	Dean Students Welfare
Seerat Conference	Debating Committee
Workshop on Gender Rights	Women studies center
Certificate courses on women's studies	Women studies center

May	
Activity	**Organized By**
Annual College Cycle Race /Road Race	Sports Committee
Inter college Debate	Debating Committee
Parent teacher meet (2nd year Science / Hostel boarders)	DSW/ Hostel Management
Talent Show (College Fest)	DSW/ Music Deptt.

Intra Moral college tournament	Music /Sports / DSW
College Alumni Meet	IQAC
Mehfil Musharia	Debating Committee
Workshop on Soft skill (3rd Year Students)	Deptt. Of Functional Eng.
Parent Teacher Meet (2nd year Arts)	Women study center
Women Studies Director Meet	Women Study Centre
WSC-Research Project	WSC

June	
Activity	**Organized by**
Sports coaching campus	Sports committee
Painting competition	NSS
Inter class Quiz	Debating Committee
Environmental Week Celebrations	NSS / Dept. of EVS
Statistical Day	Dept. Of Statistics
Flower Show	Dept. of Botany
Mock Drill (Disaster Management)	NSS
Essay Competition	Literacy club
Campus (Cleaning Drive)	NSS
Parent Teacher Meet(2nd Year)	Dean Students Welfare
Film Festival	Dept. of MCMP

July	
Activity	**Organized by**
Blood Donation Camp	NSS
World Population Day	NSS
Excursion /Field Trip/ Subject Tour	Field Trip/ Excursion Committee
IQAC Review Meet	IQAC
Inter college science exhibition	Dean Science faculty
Inter college debate	Debating committee
Workshop on legal rights of women	Women study Centre

August	
Activity	**Organized by**
Hiking / trekking expedition	Sports Committee
Health Week (Eye Check Up)	NSS
NSS Camp	NSS
Botanical Exhibition	Dept. of Botany
Photography Exhibition	MCMP
Outreach Program	WSC

September	
Activity	**Organized by**
Teaches Day	DSW
Book Exhibition	Library Committee
Annual Sports Meet	Sports Committee
Litrary Fest	Debating committee
Distribution of Scholarship	DSW
Students Council Meet	IQAC

October	
Activity	**Organized by**
Farewell to outgoing students	DSW
Internal Practical Exam	Exam committee

Annual Day	IQAC
External Practical Exam	Exam Committee
IQAC Record Meet	IQAC
November	
Activity	**Organized by**
Extension Lectures	IQAC
National Education Day	Debating Committee
Faiz and Faiz Day	Debating Committee
December	
Activity	**Organized by**
Extension Lecture Awareness Lecture	NSS
Red Ribbon Club	NSS
Staff Meeting	

Annexure I

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

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