SELF STUDY REPORT

FOR

1ˢᵗ CYCLE OF ACCREDITATION

GOVT.DEGREE COLLEGE KILHOTRAN

GOVT. DEGREE COLLEGE KILHOTRAN, DODA-182203, JAMMU AND
KASHMIR, INDIA.
182203
www.gdckilhotran.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

(Draft)

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Government Degree College Kilhotran is a premier institution of higher learning in district Doda Jammu (J&K). It is an affiliated College of the University of Jammu, Jammu. It was established April 22, 2008. Initially functioning from a Higher Secondary School buildingKilhotran village, the College later shifted to the present campus in 2021. It earned recognition from the University Grant Commission (UGC) in 2011 under 12 (b) 2f). Its location is rural and is easily accessible to all areas of the tehsil Bhalessa including students of tehsil Thathri and tehsil Banjwah as well. The spatial spread of the various building of the College over some 80 Kanals of land is very meticulous which foreground its grandeur. All the departments have got optimum facilities. The College is a co-education College with regular shifts. There are 18 departments which together offer more than 20 programme justifying the academic flexibility that the College possesses. All these programmes are 100% CBCS courses.

The college accommodates an MANUU Study Centre (218) which caters to the distance education demands of the students of the district. The University of Jammu's Distance Education Programmes in the form of UG and B.Ed are also on offer in the College.

The College has a research instrumentation/facilitation centre, a state- of- the- art auditorium, Girls' Common Room, Gymnasium, Browsing Centre, Canteen and dispensary at its disposal. The College has been granted staff quarter and Girls hostel in 2022 by Higher Education Department.

Vision

The vision statement of the College reads:

By strengthening the teaching- learning process through innovative practices, the institution will stimulate the spirit of scientific enquiry and discovery in academics.By providing state- of- the- art institutional infrastructure and excellent human resources the College will foster a better educational environment.The institution will also impart training in entrepreneurial and life skills for enhancing employability.The College embraces its role as an intellectual, economics and cultural anchor for the region.

Mission

The College is driven to provide excellent educational opportunities that are responsive to the need of our students, and empower them to meet and exceed challenges as active participants in shaping the future of our world. The mission of the College is largely a program of augmenting the facilities that are already in place in the College and creating an atmosphere that enables inclusiveness, freewill and emboldening the social and ethical mores of the larger society. In specific terms it reads as under:

The institution shall continue to focus on creating student centric, conducive teaching-learning atmosphere all along the campus. It shall concentrate upon resolving burning national issues like unemployment, social intolerance and women rights etc. It shall assimilate and transmit the core values of equality, dignity and

inclusiveness besides exhibiting honesty and transparency in all its endeavors. The institution shall pursue its motto of fulfilling the social obligations of eradication of illiteracy, poverty and other social evils through collaboration with voluntary groups and clubs. The institution also endeavors to achieve good governance through comprehensive digitization and augmenting its infrastructure to enable carrying out research programmes across disciplines.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

Institutional Strength

Status: The College caters to the educational demands of the students of the region and is accessible to all areas- rural and urban. Under 12 (b), 2 (f), the College stands recognized by the University Grant Commission (UGC) in 2011. The College has shifted in its own building in 2021.

ICT Technology: The College has almost 90% classrooms ICT enabled. There are more than 50 computers in place.

Campus: Wi-Fi enabled (though it is password protected).

Staff: Huge gamut of the faculty with M.Phil, Ph.D, NET, D.lit qualifications.

Facilities: Fully upgraded Volley ball and cricket ground for boys and Badminton court for girl students.

Tools: The College has a lawn mower, vacuum cleaner, agricultural tools for gardening, for ground maintenance. Dustbins are in place everywhere.

Canteen: A well maintained**,** electrified canteen, having water facility, open on all days.

Girls' Common Room: The girl students of the College have a separate common room hall wherein they play indoor games like carom, chess and table tennis. It has attached washroom facility.

Library: The College library is fully automated (RFID based) housing around 12 thousand (12000) books.

Reading Rooms: Facilities students to peruse the vast material available there. It also has a reference section which enables teachers and students to use vital reference books and encyclopedias.

Browsing Centre: students surf material on the internet using the facility.

MANUU Study Centre: Under graduate and PG students are enrolled for distance education programmes run by the College.

Digitization: Most of the aspects of College administration, admission, examination, evaluation are digitized.

Institutional Weakness

Institutional Weakness

The biggest hurdle in the path of this College achieving academic excellence and potential for turning into a great seat of learning is the untimely transfer of faculty that too in bulk. The College doesn't have a single PG course although it has the infrastructure to have so in at least some of the departments of Humanities and languages. Here again, the dearth of staff may prove detrimental to the opening of such classes in the College. There are no research avenues available in the College as there are no funds being allotted for such activities even though the College has a research centre in place. Since the College falls in the valley of mountainous region Jammu division, there isn't any foolproof arrangement of heating during winters which are generally harsh. The lack of such facility cripples the academic atmosphere and students don't turn up for classes or to visit the library. It somehow punctures the efforts of making a robust arrangement of academics, discussions and sharing of knowledge. The non-existence of a language lab puts our language students at a disadvantage since they don't get exposed to the internal theater of sound, acoustics and intonation at all.

Institutional Opportunity

Institutional Opportunity

The College definitely wants PG courses to be introduced in the College. For this, the affiliating University must take a giant leap and provide logistic and academic support as the College faculty is well trained and has academic-cum-research experience at their back. The faculty is competent enough to act as guided and co-guides and conduct research across disciplines. The College has signed MOUs with different institutes; it could also have on board many more industrial and diary/apiculture units as there is scope for employability in such courses especially in the particular district. Conducting more coaching classes to students for JKCET, JUET and Civil Services and organize more national/international conferences.

Institutional Challenge

Institutional Challenge

Developing research culture in the campus could also prove to be a challenge if funds aren't released regularly and if the faculty transfer is done in bulk like the previous one. The College would also need to upgrade its research infrastructure if it is allowed to start research programmes. Adoption of NEP-2020 and competition from other Colleges who have more diverse programming opportunities and resources for students.The College has been at the vanguard of creating a society that has ideal human and ethical sensibilities. In that direction NSS wing of the College often holds cleanliness drives in and around the College to instill a sense of responsibility in the students and the general public that the college and other natural water bodies, wetlands, grasslands and mountains belong to them and they much guarantee their cleanliness and more importantly their safety. As such many best practices have been undertaken by the faculty and students of the College. Complete fee waiver is given to orphans and students who are specially-abled. The College has lately extended its academic outreach to areas beyond the traditional teaching- learning mode. Due to some tough times, the online mode of teaching learning and giving and taking of tests has been met with prime success. It has led to a huge minimization of stagnation and dropout cases. The College wishes to upgrade its each and every aspect to be in line with the requirements and achieve the best possible result vis-à-vis academics, assessment and

accreditation.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Criteria 1. Curricular Aspect

The College has a clear vision for learning, research and extension and to be an instrument of change for peace, progress and prosperity for all. The College makes all effort to realize its mission of developing competent human resource through quality education, by creating innovative educational environment and promoting creativity to developed skilled human resource. The College has introduced market demanding courses like BCA, digital computer, skill courses in all subjects introduced in all the colleges of the state. The College has also introduced undergraduate courses in science stream in 2021.

The College provides opportunity for better exposure to the students by conducting field trips, technical training programme for students like computer applications through deputation to various reputed institute like NIELT Jammu. The University of Jammu alsoconducts various training workshops by inviting resource persons from various institutes, inside and outside the state.

To make the teaching and learning more innovative and interactive the College has been equipped with the modern gadgets like interactive boards (IP Boards), Visualizers, LCD projectors and other ICT tools, virtual labs and class rooms. The College has also devised state of the art Attendance Monitoring system for the employers.

However, it is pertinent to mention that the College is supposed to teach the curricular designed by the affiliating University and also makes efforts for curriculum improvement through its representative participating in boards of studies meeting who provides suggestions and inputs for revision of the syllabi in the respective Departments of the University of Jammu. The College has a committee to look after the effective implementation and timely completion of prescribed syllabi in various disciplines.

The College in future would like to design its curriculum in such a way that it offers diversity and flexibility to learners to a greater extent. It would also like to design courses as per the regional and national needs. However, to realize such goals, the College needs academic autonomy, for which efforts are being with full enthusiasm and sincerity. The mapping of the area for skill development Center of students is also taken care off.

Teaching-learning and Evaluation

Criteria 2. Teaching Learning and evaluation

The most important thing in teaching learning process of this institute is the ability of its teachers to create enthusiasm, ignite passion and generate curiosity among the students. The teachers are deputed off and on to participate in various conferences, seminars and symposia, orientation and refresher courses to boost their teaching skills and make their teaching more innovative and effective.

The admission process of the college is managed by the college admission committee which is responsible for designing admission forms and prospectus and counseling of the students at the entry level. The admission in NEP 2020 is made through entrance test (CUET conducted by NTA) from 2023-24 whereas in other subjects it is based on the merit in the qualifying examination with special concession to educationally backward sections of the society. To cater to the diverse needs of the student's various subject combination are offered according to their liking and competence. The admission process is followed by academic calendar which facilitates students for participation in various curricular and co-curricular activities. The admission committee also designs general time table, providing specific time slots for internet browsing, using library services, for EDUSAT lectures, invited lectures by eminent personalities, sports and other such activities.

IQAC of the College supported by the senior faculty members to monitor all the curricular, co-curricular and extracurricular activities in the College and ensures all the necessary support to teachers and students for better teaching and learning processes.

Research, Innovations and Extension

Criteria 3. Research Innovation and extension

The College management encourages its teachers to submit research proposals, and conduct research for which a research committee has been in place to facilitate the research and extension activities. The committee organizes workshops and sensitization programs to create research spirit among teachers and students, some faculty members are going to take/sanction research project in future. Many teachers in the college have published their research papers in reputed National and International journals with good impact factors.

The institution is also actively involved in extension activitiesto help society by its services. The college has one vibrant unit of NSS through which college renders social and community services. Besides organizing blood donation camps, environmental awareness programs training and helping in disaster management, the college has adopted a village namely Kilhotran for five years and another village is under survey for adoption.

Infrastructure and Learning Resources

Criteria 4. Infrastructure and learning resources.

The institution has a clear-cut policy for improving the infrastructural facilities which would facilitate teaching learning process. The college has about 433966.5 sq.ft built up area, in three structure, spread over more than 30 kanals of land and few more structures are under construction. These structures house 10 class rooms, with proper lighting, seating and ventilation, 10 technology enabled smart class rooms, a state of the art auditorium/conference rooms with a seating capacity of 80, equipped with modern audio and visual instruments, administrative and staff room, examination and admission cells, fully automated library with more than 11000 books and journals, and browsing centre with 15 broad band connected computers with hot and cool AC's4 laboratories equipped with good amount of instrumentation, botany, zoology and chemistry laboratories, girls recreation/ common room, canteen, first Aid centre, garage, botanical garden principal quarter and many washrooms and separate toilet blocks of girls and boys.

The College has also provided safe drinking water facility through installation of aqua-guard at various places in the campus, principal quarter and in the staff room. Uninterrupted electricity supply is ensured in the campus

with the help of one 62 KV and one small Genset, and many inverters and UPS systems. The college has separate one electric transformer for suitable power supply installed in the campus boundary wall. The college also extend support for conduct of examination for different recruitment like SSRB, etc.

Transport facility is provided with the help of a 43 seated bus and purchase of two more 36 seated vehicles is in progress. The college has a botanical garden and many lush green lawns to beautify its campus, besides a playground spread over 3 acres of land for outdoor games and athletics. In IT infrastructure, the college is equipped with more than 55 computers, of which more than 15 are internet connected, and purchase of 50 more computers is in pipeline, besides having 10 interactive boards with visualizes and LCD projectors installed in major department. The networking has been installed in all the departments including IQAC and library.

Student Support and Progression

Criteria 5. Students support and progression

Once admitted in the college, the students are taken care of by providing various facilities in the form of indoor and outdoor sports facilities, encouragement for participation in co-curricular activities, besides supporting deserving students with financial assistance from the College and assisting them to benefit from the state Govt. and central Govt. sponsored scholarship schemes with records of more than Rs. 10,0000 have been sanctioned through various schemes to about more than 100 deserving students in the last two years, to support the education of poor students. The PMSSS center has also been established in the College for the convenience of the students.

The institution publishes its updated prospectus, which highlight the facilities available in the college having information about different committees of the College, College annual calendar, NSS, library facilities, sports activities, scholarship and career counseling etc. The College also publishes its annual magazine "The Daagan" which provides a plate form for their creative writing, besides publishing half yearly newsletter "The Kalgoni" which highlights the students curricular, co-curricular and extra-curricular activities.

The College also conducts coaching and remedial classes for the aspiring students. The College has well established career counseling for guiding students towards a better career and providing job opportunities through campus interviews with the supports of prospective employers visiting this institution for placement of students in service. Important agencies which visited this institution under UDAAN were future human development and Canara bank.

For the support and care of female students of the college has a well-developed women development cell, Girls rest room/recreation room and girls park in front of the College for their health and hygiene.

Students from socially and economically weaker sections of the society and physically challenged get fair amount of attention in admissions, financial support, remedial coaching, transport facility and career counseling. Interaction of the parents with local PRFs, BDC chairpersons and councilors to project their demands and highlights the various issues of the students' community DDC councilors inspire the students and provide the infrastructural supports. One BCA lab has been recently established under District capex budget sponsored by the DDC councilor change Bhalessa.

In addition, the institute has granted membership to the students in various administrative bodies of the College such as Grievance and Redressal Committee, Literary Activities Committee, Magazine Committee, tours and

travels Committee, Library Committee, Sports Committee and IQAC of the College.

Governance, Leadership and Management

Criteria 6. Governance, leadership and management

The College is a government run institution hence its management and organization is decided by state government. The principal is appointee of the state Government as are the other staff members. Principal is the local head of the institution that sets internal policies and programs of the College with the association of Heads/ Coordinators of various departments, conveners of different committees, librarian, examination and senior member of non-teaching staff.

The budget allocation to the College is made by the state Government which is disbursed by the principal to different department/ committees for purchasing books, equipment's and other necessary expenditure. The financial management is assisted by the accountant deputed for this purpose by the Finance Department of the State Government. The College has well defined policies with clear goals for improving academic quality and infrastructure. The college interacts with students through a feedback mechanism, besides giving participation to students as obtained through teacher-parents meeting and meetings with civil society and alumni association.

The organizational changes for internal matters areaffected by the head of the institution, however changes at higher level of the organizational hierarchy are carried out by the Higher Education Department of the State government.

The College has a well-established IQAC which is instrumental as a part of all developmental decisions of the college including infrastructural and academic development. The IQAC frames a schedule of meeting at the beginning of the session with different departments to assess their progress on monthly basis. In the scheduled meetings the departments are accessed for their academic progress, attendance records, quantum of syllabi completed, tutorials, assignments and student's presentation, etc. The departments are also assessed for their infrastructural needs. The IQAC is crucial in playing a catalytic rule to usher the developmental and academic initiatives in the institution.

Institutional Values and Best Practices

Criteria 7. Institutional Values and best practices

- The institution has introduced following innovative approaches during the last four years.

Use of ICT in the teaching learning processes through introduction of IP Boards, and smart class rooms in major departments to make the teaching more dynamic and interactive.

- Emphasis has been laid on entrepreneurship development by establishing an entrepreneurship Development Cell.
- Gender sensitization programmes for creating awareness about educating a girl child, and women development, through Women Development Cell.
- Established students-college relationship using social media, like face book web feedback and feedback form.

- Monthly inspection meeting with different departments by IQAC to accesses the academic progress.
- The college established IIC (Institutional Innovation Council).
- Signing of MOUs with different agencies like veterinary technology and apiculture.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	GOVT.DEGREE COLLEGE KILHOTRAN
Address	Govt. Degree College Kilhotran, Doda-182203, Jammu and Kashmir, India.
City	Doda
State	Jammu And Kashmir
Pin	182203
Website	www.gdckilhotran.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	Javid Iqbal	01996-234033	9419936030	-	gdckilhotran@yahoo.com
IQAC / CIQA coordinator	Tanveer Hussain	-	9596919329	-	drtanveerhussain09@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details

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State	University name	Document
Jammu And Kashmir	University of Jammu	[View Document](#)

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	29-11-2011	[View Document](#)
12B of UGC	29-11-2011	[View Document](#)

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus

Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Govt. Degree College Kilhotran, Doda-182203, Jammu and Kashmir, India.	Rural	9.962499	7587.86

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Ba	36	XII	English	160	131
UG	BSc,Bsc	36	XII With Science	English	120	40
UG	BA,Ba Hons	48	XII With History	English	40	0

Position Details of Faculty & Staff in the College

	Teaching Faculty											
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				14			
Recruited	0	0	0	0	0	0	0	0	12	1	0	13
Yet to Recruit	0				0				1			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				13
Recruited	8	1	0	9
Yet to Recruit				4
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	1	0	0	8	1	0	10
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	3	0	0	3
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	6	0	0	6
M.Phil.	0	0	0	0	0	0	1	0	0	1
PG	0	0	0	0	0	0	2	1	0	3
UG	0	0	0	0	0	0	0	0	0	0

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Part Time Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	161	0	0	0	161
	Female	127	0	0	0	127
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	4	3	2	2
	Female	2	3	2	3
	Others	0	0	0	0
ST	Male	6	5	4	6
	Female	4	4	4	7
	Others	0	0	0	0
OBC	Male	2	1	2	1
	Female	1	1	2	2
	Others	0	0	0	0
General	Male	261	219	289	261
	Female	73	76	83	68
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		353	312	388	350

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	NEP 2020' provides a comprehensive framework for primary education, higher education and vocational training in both rural and urban India. In order to accomplish all of the crucial targets and goals of the 2030 Agenda for Sustainable Development, such a challenging aim will demand that the entire educational system be redesigned to support and nurture learning. (a) Government Degree college Kilhotran uses a teaching strategy that acknowledges, pinpoints, and cultivates each student's individual potential through sensitization of teachers and parents to support each student's holistic development in both academic and extracurricular contexts. (b) Departments of our college have made 'Elective

Papers' available to students of all disciplines. Interdisciplinary subjects were encouraged for students to choose because it will help the students acquire knowledge across the course. Courses in the multidisciplinary and interdisciplinary fields have been added as electives to academic programmes. Every programme is created to give students as much freedom as possible when selecting electives from other departments. (c) The college provides a number of adaptable and cutting-edge curricula in the fields of value-based education, environmental education, and community engagement and service through NSS. Throughout their undergraduate studies, students are always encouraged to take use of a flexible multidisciplinary curriculum, such as computer training, yoga training, and first aid training. Individual departments, the IQAC cell, the student activities cell, and so on hold a number of seminars and webinars on a wide range of fields. (d) In order to promote multidisciplinary/interdisciplinary education, faculties across the departments delivered popular lectures. (e) The college has a dedicated NSS team with whom students collaborate on outreach and community service projects for the elderly and orphans, as well as environmental awareness campaigns. (f) Academic and career counselling from experts was available to all pupils. Counsellors were always vigilant in ensuring the pupils' physical, psychological, and emotional well-being. It might be claimed that the College is actively working to put the NEP's recommendations into practice.

2. Academic bank of credits (ABC):	The University of Jammu has made it compulsory from 2022 onward to register the students on Digilocker for creation of ABC Id. Our Affiliating University has implemented NEP-2020. As a result, we have more understanding about the academic bank of credits envisaged in the policy shape up. We believe this historic education policy will produce great effects, and we have worked hard to assure its successful implementation.
3. Skill development:	The affiliated university has tailored its curriculum in the light of the growing need for skilled workers in both the public and commercial sectors. There are many courses featured in the curriculum under NEP 2020 that are skill oriented. The current imperative is to generate a young generation with degrees in their

	chosen fields and extra training programmes that will enable them to launch their own entrepreneurship after graduating from college. Other effective methods used by the institution for skill development include scientific workshops, sports competitions, etc. The syllabus of each subject is structured in such a way that students are required to complete application oriented compulsory modules ('Skill Enhancement Courses' in Semesters 3 to 6 sem in CBCS and in NEP from Sem 1 to 3), which relate to skill development, problem solving, and analytical thinking, all of which are essential to STEM. NEP 2020 aims to holistically educate students by providing them with vital 21st-century skills, reducing curriculum content to stimulate critical thinking and significant learning, and emphasizing experiential learning. Students should also have more topic options and flexibility, allowing them to tailor their education to their interests and talents. The college fully supports these principles and provides a variety of options for picking the 'Generic Electives,' 'Discipline Specific Electives', and 'Skill Enhancement Courses', obviously within the purview and jurisdiction of the affiliated University. Additionally, the college has set up a number of 'Add-on Courses' that might provide students with an edge in the fiercely competitive job market by giving them access to knowledge and abilities that they would not otherwise be able to acquire through the regular curriculum.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	The NEP 2020 places a strong emphasis on encouraging multilingualism and the power oflanguage so that students are aware of the diverse and rich variety of languages in their nation. The college attempts to elevate these disciplines by offering four languages in its undergraduate programmes: English, Kashmiri, Dogri. Political science, History and Sociology are also offered as major courses in order to instil a sense of national integration, passion for art and culture, respect for women's community, and civic consciousness among the student body. Two languages, Hindi and Urdu, are taught to ensure proper integration of Indian knowledge.
5. Focus on Outcome based education (OBE):	The college strives to motivate students to pursue success in all spheres of life. 'Outcome-Based Education' (OBE), which is used in all areas of

	education in India, is a focus of NEP 2020. The initiative to change the curriculum toward OBE began with the implementation of the CBCS system. In our plan of action and in providing 'Generic Electives', 'Skill Enhanced Courses' and 'Discipline Specific Electives' we have taken great effort to give courses to students with the specific purpose of growing skills or gaining knowledge. By the end of the course, students should have completed the aim. All courses are taught with the cognitive capacities of remembering, understanding, applying, analysing, evaluating and creating as their primary learning objectives. In addition to domain-specific knowledge, learning outcomes at all levels guarantee social responsibility, morality and entrepreneurial abilities so that students actively contribute to the country's economic, environmental, and social wellbeing. 1. Students are expected to have logical thought processes in a range of social, historical, scientific, economic, ideological and philosophical traditions after finishing their selected programme. 2. The programmes also enable graduates to compete in numerous competitive examinations or pursue higher education of their choice. 3. All the ignited minds, able to consider and take action on a variety of issues affecting human life in an effort to improve this world. 4. Students are urged to have a rational, scientific mindset and approach, especially those studying the sciences. 5. In science, accuracy, rigors, clarity of thought and language, methodical approach, and the ability to make both qualitative and quantitative decisions are all desired traits. To device the spirit of NEP, every course syllabus has been nurtured with care for macroeconomic and societal needs at large
6. Distance education/online education:	The college has long thought that integrating ICT into education might open the door to a new paradigm and offer a better platform for educating today's youth. This entire digital education satisfies the core objectives of Digital India's programmes and has enormous potential to improve the country's educational system where the learning population finds it challenging to reach and access education due to lack of resources and infrastructure. It was observed that one of the primary components of NEP 2020 have been 'Technology in Education' and 'Digital Education'. The students and teachers were

	encouraged to pursue such courses by the college authority.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	YES
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	YES
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	Govt Degree College Kilhotran has always been an active participant in all programs organized by the Election Commission of India, expedited through a vibrant electoral Literacy Club (ELC), comprising Chairperson, Faculty Coordinator, Faculty Members, Student Members and Alumni. The Club works tirelessly in the dissemination of the spirit of democracy in thought and praxis in variousconstituencies within its access. Over the years, this has been one of the most significant outreach activities of the College which brings the institutions close to its neighbouring populace. It acts as a coordinator between the administration, institution and the local populace. Innovative programmes and initiatives such as interactive sessions to motivate and inspire students to know about the electoral process, street plays scripted and devised especially for the purpose, themed quizzes and novel ways to emulate model polling activities to emphasise the importance of civic rights among young voters such as mock parliament sessions, debates, elocution and essay writing activities, paintings, sketches and posters themed on electoral procedures etc. help to sensitize the students about their democratic rights. These activities of the college have not gone unnoticed. Over the years, the ELC of GDC Kilhotran has won awards and prizes for its active participation in various competitions in District and Block levels. The college faculty are engaged as returning, Asstt. Returning officers, observers and Magistrate in BDC, DDC, Panchayat, Municipality, Assembly and in parliamentary elections.

4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	The College was apprised about the ongoing project undertaken by the Election Commission of India named "My Vote, my Pride" from the Block Development Office of Bhalessa. Mr Arshad Ayoub the coordinator of the Electoral Literacy Club (ELC) of the College attended the meetings of district election officer Doda. The College students observed SVEEP (Systematic Voters' Education and Electoral Participation program)programme in order to increase the participation of students and masses in elections besides this constitution day is celebrated every year on 26th of November.
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	From its very inception from 16th June 2018, the Electoral Literacy Club (ELC) of the College has observed that almost all of its students above eighteen years of age are already enrolled as voters in the electoral roll. However, for the mere handful of students who are yet to be registered as voters, the ELC of the College takes active measures to spread awareness about the electoral process and get them acquainted to the various aspects of their civic duty of voting. Special lectures are arranged to inform the new voters about their rights, duties, and the expected code of conduct at the time of polling. The students are also informed about the different methods of redressing grievances related to the electoral process. Efforts are made by the College to help these uninitiated voters to know about the use and functions of EVM machines and make them realize the importance of their contribution to the democratic process of election. They are urged to get themselves enlisted on the electoral roll as early as possible and get Voter's ID cards issued in their names.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
350	388	312	353	411

File Description	Document
Upload Supporting Document	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 21

File Description	Document
Upload Supporting Document	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2.2

Number of teaching staff / full time teachers year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
14	14	13	13	10

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
180.92	65.07	77.11	192.22	2.47

File Description	Document
Upload Supporting Document	View Document

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

Government Degree college, Kilhotran is an affiliated College of the University of Jammu. The latter frames the curriculum which is followed by the College (s) in letter and spirit. The curriculum is completed within the stipulated time as recommended by the UGC. The Principal of the college mentors that it is disseminated and implemented as per the schedule. Many members of the faculty are on the board of studies. The recent developments in different fields like sciences, Humanities and skill courses are earmarked and the addition in curriculum thereof is ensured. The objectives of the curriculum are accomplished by conducting of theory, practical and tutorial classes. The faculty also augments the skills of students by taking them to field trips, subject tours etc. The College believes in not only creating a knowledge society but also enhancing and honing the students' capabilities, life skills, values etc.

The College has a separate Examination Wing. Similarly, the Evaluation cell of the college undertakes that the various departments of the college are given the task of paper setting for various semesters of the course as and when advised by the affiliating University. It also manages that the faculty is engaged as evaluators and maintains a complete record of all these courses in its repository. In 2020, when the (Covid-19) pandemic stared us in the face, the college had to shut down as well. The teaching learning transaction shifted to the online mode, through Google Classrooms, Zoom, Google Meet and wise etc. the faculty was trained to set online question papers via Google forms and how to share them securely with the students on/at the schedule date/time, under the proper observation of the coordinator exams. The (IQAC) in collaboration with the examination wing conducted a (FDP) in this regard.

The time table convener frames the time table. The other initiatives undertaken by the college towards curriculum planning and development include:

- CBSC curriculum as prescribed by UGC and adopted by the University of Jammu.
- Providing Wi-Fi facility in the college.
- Updation of Library both as per specific and general requirement of each course and changing syllabi every year.
- Periodic tests are conducted in the effective delivery of the curriculum and assessment of the students.
- All the laboratories are upgraded every year as per the requirement of the curriculum.
- Industrial/ field visits are organized to provide practical exposure to the students.

Various classroom teaching methods based on various needs of different subjects are regularly used for the effectively delivery of the curriculum such as: 1. Chalk and talk method. 2. PPT-OHP. 3. ICT –enabled teaching method. 4. Use of scientific models and charts for effective lecture delivery. 5.

Dictation of class notes by teachers. 6. Conduct of periodical internal examinations. 7. Group discussion in classroom. 8. Seminars by the students related to curriculum. 9. Science students are provided adequate facilities for their practical classes. 10. Field work/ project work/ visits are conducted regularly

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 5

File Description	Document
List of students and the attendance sheet for the above mentioned programs	[View Document](#)
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Evidence of course completion, like course completion certificate etc. Apart from the above:	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 12.9

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
194	40	0	0	0

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.3 Curriculum Enrichment

1.3.1

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum

Response:

Government Degree College Kilhotran affiliated to the University of Jammu partakes in creating a just society by employing a curriculum that encompasses professional ethics, gender, equality human values and environmental sustainability. Some chaotic punctures in the form of environmental disasters, violence against women and children, bullying at workplace etc. have led to academics being concerned about the state of order the entire globe is in. As a consequence, the affiliating University, in collaboration with the board of studies members from affiliating colleges designs curriculum to include topics that would enlighten the student community about these issues.

Educational institutes are miniature societies and whatever is taught within percolates outside to the larger society. As a result, they become citizens with good civic sense, don't engage in gender bias or hurt the environmental sensibility. The curriculum is designed to import not only knowledge but also values and skills to the students so that such demeanor is reflected outsides the walls of the college as well. Guidance and counseling are taught to help students to understand themselves, become self-sufficient in making realistic and positive selections and growth in human relationships and concerns. This course also helps the students to identify their strength, weakness and at the same time work on their strength and area of interest to do wonders in future. This course helps them to know about directive and non-directive counseling and the role of a teacher as a counselor. Legislative assembly is the expression of will of the people. For Democracy could not thrive without people extending their consent to legislate on their behalf. Therefore, in order to create an informed citizenry, the college has introduced specific course 4 credits in B.A semester III on 'Legislative Support' whose objective is to inculcate human values, the spirit of attentiveness and assertion among students.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.3.2

Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 0

1.3.2.1 **Number of students undertaking project work/field work / internships**	
File Description	**Document**
Institutional data in the prescribed format	[View Document](#)

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website

File Description	Document
Feedback analysis report submitted to appropriate bodies	[View Document](#)
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	[View Document](#)
Action taken report on the feedback analysis	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 58.44

2.1.1.1 **Number of seats filled year wise during last five years (Only first year admissions to be considered)**

2022-23	2021-22	2020-21	2019-20	2018-19
194	224	133	181	203

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
320	320	320	320	320

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Final admission list as published by the HEI and endorsed by the competent authority	[View Document](#)
Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 22.98

2.1.2.1 **Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)**

2022-23	2021-22	2020-21	2019-20	2018-19
21	16	17	19	18

2.1.2.2 **Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
60	84	84	84	84

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	[View Document](#)
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.2 Student Teacher Ratio

2.2.1

Student – Full time Teacher Ratio
(Data for the latest completed academic year)

Response: 25

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 and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

The Government Degree College Kilhotran, emphasis upon student centric learning in the college, which helps the students for their overall development. Every approach of the college is students centric by giving well equipped laboratories. The college library is under process of automation and remains open from 09:00 h to 17:00 h for the students and has a good number of latest books, e-journals, e-books and newspapers, which helps the students for their Updation. The college has developed a support system like library (e-resources, NLIST, INFLIBNET) and laboratories (multimedia) for the students and teachers that facilitate the learning. Students are provided opportunities to participate I various curricular and co-curricular activities within and outside the college. They are also encouraged to attend seminars, debates, symposiums and conferences. Moreover, college also organizes many co-curricular activities and encourages the students to actively participate in these. College encourages the students to participate in making discussion process with college administration through student's representative. The college is also well-equipped computer laboratory which encourages the students and staff to use internet and helps to keep them update with the latest development in their areas of interest. College organizes Botanical, Zoological, Environmental and Educational tours and industrial visits for the students. These visits provide students an opportunity to go beyond academics and develop a practical perspective on the world of work. Through the various club such as Red ribbon Club, EK Bharat Shrestha Bharat Club, Cultural Club, NCC and NSS, students are given opportunity to participate in many activities like 100 hours Swachh Bharat Summer Internship (SBSI) programme, Road safety, Celebration of International Women's Day, celebration of Rastriya Ekta Diwas, celebration of Wildlife Week, awareness regarding AIDS, Cleanliness Drives, awareness related to female health and hygiene at community level as well as for school girls, workshop on best out of waste for children in the selected villages, celebration of various days (Mental health day, Science day, Teachers day, Environmental days, Gandhi Jayanti). The NSS unit of the college organizes various social awareness programmes to develop a sense of societal and civic responsibilities. The department of Physical Education and sports is a vibrant department of the college which conducts various tournaments in different games like cricket, volleyball, Table Tennis, Badminton etc. Such sports adventures give the students a real feel of the things which prepares them to decide and act in tough and challenging situations in life. The College has memorandum of understanding with many agencies like NIELIT via which students exchange programmes are undertaken. Many courses in the form of skill development have been offered in the College. The College has ICT enabled classrooms at its disposal to disseminate knowledge through online mode in torrid time. Some problem-solving methodologies plasticized by the College are like:

Quiz competition, skill courses and JUET coaching classes.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.4 Teacher Profile and Quality

2.4.1

Percentage of full-time teachers against sanctioned posts during the last five years

Response: 91.43

2.4.1.1 **Number of sanctioned posts year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
14	14	14	14	14

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.4.2

Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

Response: 100

2.4.2.1 **Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
14	14	13	13	10

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	[View Document](#)
Institution data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

Since the College is affiliated to University of Jammu, therefore follows the guidelines and methods prescribed by the University of Jammu to carry out continuous internal evaluation system at the college level. The teachers of the college, at beginning of every academic year, apprise students about the evaluation process and schedule. Before the beginning of session, teaching plans and internal assessment Schedules are prepared. Examination Committee is formulated to monitor the continuous evaluation in theory and practical to ensure uniformity across courses and departments under CBSC scheme. The concerned faculty members of each department prepare question papers carefully according to the University norms. The question paper is set keeping in view the level of the students. The marks of each question are distributed as per the guidelines. The question paper then set to the convener Examination, for further submission to the head of the Institution through secret means.The tests are conducted following a centralized date sheet issued by the Controller of Examinations of the College after through deliberations with the heads of different departments and Principal. The question papers are xeroxed fifteen minutes in advance. 75 percent of attendance of students is also considered to be the eligibility for appear in the final theory and practical examination. The examination is conducted with free and fair manner as per University norms. The Invigilator maintains discipline, code and conduct in the examination hall as per examination rules. After the completion of the examination the answer sheets of the students are evaluated by the faculty members in a time bound manner. The teacher ensures impartiality and fairness. The internal tests are conducted for 20/10/15 marks. For the practical courses that follows 25 marks, the attendance id given 5 marks weight age. Assignment which are given 20 marks weight age, are conducted methodologically which include question papers as per University patterns. To ensure transparency, students are asked to write the tests in bluebooks provided by the college.The relevant subject teachers counsel the weak students to fare well in the text exams. Immediately after the culmination of the internal assessment tests, evaluation process is set in and marks scored by students are made available to them. Intimation about the failure students is disclosed to the students in the classroom for the concerned to take note and appear for a retest as scheduled by the examination committee. Option of retest is also provided to the students who intend to improve upon their previous scores. If students miss internal Assessment due to valid reasons like health issue, any calamity etc. they are given the benefit to undergo supplementary test. Proper notifications are issued in all such cases which are uploaded on the college website or the official face book page/ handle. Also, there is a case of bulk SMS being sent to the students whenever internet is snapped due to some reason. This way they get to know about the date of ensuing theory/internal practical exam. Transparency and objectivity in evaluation system is completely ensured in this way. The final results of Internal Assessment record of the students in the award register duly verified by the respective HODs and Principal of the College, and final verification is done by a team appointed by the University.

File Description	Document
Provide Link for Additional information	[View Document](#)

2.6 Student Performance and Learning Outcomes

2.6.1

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website

Response:

Most of the courses taught in the college have well defined learning outcomes earmarked in the curriculum/syllabi. Before the teacher embarks on the mission of teaching the students, he or she first goes through whole syllabus especially the learning outcomes, earmarked at the outset of the syllabus. The same is deliberated before the students. Thereafter, the real teaching takes place in a well-defined manner.

The following mechanism is followed by the institution to communicate the learning outcomes to the teachers and students.

- The institution has established the Programme outcomes and course outcome for each programme which clearly states the objectives and outcomes.
- The vision and mission statements are displayed on the college website as well as in college campus. These outcomes have been set, taking into account the variety of programmes and the heterogeneity of rural and urban students.
- The programme outcomes are mentioned by the affiliating university in the syllabi prescribed to each class.
- In the beginning of every academic year the programme outcomes are verbally communicated to the students by teachers and during the Principal's address.
- Teaching is planned in such a way so as it brings out the desired outcomes as stated in the syllabus.
- Expected course outcomes of all courses are prepared and distributed to the students at the beginning of the academic year.
- Hard copy of syllabi and Learning Outcomes are available in the departments for ready reference to the teachers and students.
- Students are motivated towards course outcomes throughout the course of the programme by course teacher.
- Students are encouraged, guided to learn and imbibe these outcomes. They are also percolated to students through organization and participation of co-curricular activities.

Orientation programmes on course outcomes are conducted to the newly appointed staff by Department of Higher education, UT of Jammu and Kashmir and University of Jammu.

File Description	Document
Provide Link for Additional information	[View Document](#)

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

Programme outcomes are the total expectations or a gist of those that need to be accomplished to make a programme successful. The college offer graduation in Arts, science and CA. Besides these, many other professional skill courses are offered by the College in collaboration with various agencies like NIELIT Jammu, etc. The attainment of these programme and course outcomes is measured systematically from the classroom level to the final exam level, conducted by the University of Jammu, to which the college is affiliated. The measurement of these outcomes starts at the classroom level where the teacher conducts formative and summative tests. He/she assesses their classroom demeanor also. Similarly group discussions are held where students are part in reflective corners/positions to voice their opinions/ideas etc. The debates and seminar committee holds seminars. Cultural programmes on various themes like women empowerment, scientific Advancement, Leadership Qualities, Drug De-addiction and social justice. The activities conducted by NSS, NCC DPE and S have the programme outcomes of building the students capabilities with regard to leadership, discipline and social cohesion etc. The coordinators, conveners of these departments stress for the attainment of these outcomes. During the helping of these activities, they measure the level of attainment of such outcomes. The entire faculty briefs the students about the overall programme outcomes of the course. To this pursuit induction programmes are conducted to make it clear to the students what their role and responsibility is vis-à-vis their career. The College provides opportunity to all the students for improving their performance which, in turn, results in better attainment of course outcomes. The college follows a feedback system to assess the teaching learning outcomes.

The practical courses are evaluated by means of external practical examinations wherein an examiner appointed by the affiliated University conducts examination as per rules set by the University. Internally, the outcome of practical course is evaluated through internal practical tests. The theory examination conducted by University covers 80% marks and 20% is for internal assessment which is evaluated by College through various assessment tests and assignments. In practical, 50% marks are for internal assessment and 50% for external examination, conducted through University. Class tests are arranged to gain confidence in the relevant subject and the weaker areas are identified and discussed with the student. The assignments are assigned to students to enable them to gain more knowledge on the subject. Discussions and meetings are held by the Principal, HODs and staff members regarding curricular programme, academic programmes, and methods to be implemented in terms with vision and mission of the institution.

File Description	Document
Provide Link for Additional information	[View Document](#)

2.6.3

Pass percentage of Students during last five years (excluding backlog students)

Response: 53.92

2.6.3.1 **Number of final year students who passed the university examination year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
62	86	15	11	101

2.6.3.2 **Number of final year students who appeared for the university examination year-wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
83	91	69	57	210

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	[View Document](#)
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response:

File Description	Document
Upload database of all students on roll as per data template	[View Document](#)

Criterion 3 - 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 last five years (INR in Lakhs)

Response: 0

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	[View Document](#)

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS),including awareness   about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

The campus houses a three-storied building, playgrounds, laboratories, a canteen, a Students' Activity Centre. The institution, an oneiric project by the JKHED, has been materialized after the indefatigable efforts of several individuals who are not only lovers of learning but are also genuinely interested in providing an effective platform to the youth of today willing to pursue higher education.

The college boasts of a dedicated and erudite faculty who strive to create a milieu in the college that is conducive to learning for students and teachers alike. Numerous scholarly discussions, enrichment programs, organizing social and cultural events, constitute the annual activity calendar of the college. Each faculty member is actively attached to modern research and many are engaged in projects with notable research organizations across the country.

Every year, the annual performance appraisal system introduced by the JKHED encourages faculty members to improve their teaching, research, and administrative skills, as well as their social services, in order to get promoted to the next level. Faculties are encouraged to participate in professional

development programs in addition to organizing and attending conferences, seminars, and workshops. To participate in such activities, duty leave is granted. Teachers are encouraged to advance their education and pursue part-time Ph.D. programs.

The institution fosters an environment conducive to innovation and incubation. All necessary facilities are available and guidance is extended to the students. Students are encouraged to participate actively in the application of science to societal problems. Entrepreneurship awareness events, workshops, seminars, and guest lectures are arranged. Students have the opportunity to interact directly with outstanding professionals. The college has organized several Value Added Programs and encourages students to the E-Resources like N-LIST, INFLIBNET, and SWAYAM-NPTEL.

Thus, by attracting and developing attractive human resources, taking the initiative to generate and disseminate information, and constructing cutting-edge infrastructure, the institute has established an ecosystem for Research and Innovation.

File Description	Document
Provide Link for Additional information	[View Document](#)

3.2.2

Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 3

3.2.2.1 **Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
1	2	0	0	0

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.3 Research Publications and Awards

3.3.1

Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 2.33

3.3.1.1 **Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
5	11	26	7	0

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	[View Document](#)
Link to re-directing to journal source-cite website in case of digital journals	[View Document](#)
Links to the papers published in journals listed in UGC CARE list or	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

3.3.2

Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 3.29

3.3.2.1 **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
9	15	29	11	5

File Description	Document
List of chapter/book along with the links redirecting to the source website	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

3.4 Extension Activities

3.4.1

Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

Govt. Degree College Kilhotran (Jammu, J&K) prepare the crop of students not only in academics but also for life beyond the confines of the college campus. In this respect the College carries out many activities to lend a helping hand to the society by making it one sated with people having great civic sense and responsibility, cleanliness and an atmosphere where the pulse of the town is in better shape. To this pursuit, during the last five years, many initiatives have been undertaken in the college to strengthen the very fabric of the society. This way the College adheres to its motto of upholding the traditional nature of the society and giving a tinge of modernity, technology, layout and civic sense to it. The NSS wing of the college has successfully carried out cleanliness and sanitation initiatives in this respect. The body has helped maintain water canals, wetlands, of the area by cleaning them and also through informing people about the benefits of having a clean and congenial neighborhood. Over the past few years, the College has hosted cancer by tobacco programmes. Seminars of national standard have been held to this effect in the College. Issues of gender equality, women rights etc. have been debated vociferously over the last few years. The Swachh Bharat Mission that aims to free the country off its open defecation system, dilapidated places etc. was taken as an important initiative and many NSS volunteers participated in making the surrounding clean. This is done in practice and theory. A good response from the civil society members to this effect has been observed wherein the College has been appreciated for its social awareness programmes. Similarly, Blood donation camp has been organized. Entire village have been adopted by the NSS wing of the College. There are a bunch of activities including AIDS awareness, SVEEP etc that the college undertakes in order to make the society realizes the modern sensibility vis- a- vis livelihood, marketing and humanism. During Covid, the college did exemplary services by providing solace in the form of giving accommodation, food to those who were in distress. Mask were distributed not only within the College campus but also outside the Collegepremises (in nearby village Kilhotran) to pave way for the mitigation of the damage and anxiety that Covid had unleashed or had the potential of unleashing.

File Description	Document
Provide Link for Additional information	[View Document](#)

3.4.2

Awards and recognitions received for extension activities from government / government recognised bodies

Response:

The College is networked with its neighbourhood and promotes interaction which involves student participation. Continuous voluntary activities by students to maintain cleanliness in and around the Campus, create awareness about the role of clean environment in human health and contribute to the National Swachh Bharat Abhiyan. More than 5 Blood Donation camps have been organized. The activities conducted lead imbibing the values of social responsibility such as:

Enlarge the knowledge of societal issues and problems and to search solution by getting involved with their lives. The skills developed include social skills communication skills, leadership skills, analytic skills, perceptual skills.

Students participate in various activity and appreciated by various government recognized bodies for their efforts.

1.Certificate of Appreciation were given to various faculty members for acting as Covid-Warriors during COVID-19 PAndemic by District Administration.

2. Students recieved awards of appreciation for participation in different Extention Activities.

3. Dr. Wahied Khawar Balwan, Senior Assistant Professor and Head, Department of Zoology was Conferred with 'Human Excellence Golden Award' by The American University USA during 1st International Conference Nature and Natural Science at Rani Durgavati University (RDVV), Jabalpur (M.P.), India organised by RDVV, Asian Biological Research Foundation (ABRF), Prayagraj,The American University, USA, Institute of Learning & Development, Hong Kong, Arunodaya University, Itanagar (Arunachal Pradesh), Mahakaushal University (MKU), Jabalpur (M.P.), Govt. M. H. College of Home Science & Science for Women, Jabalpur (M.P.), Shri Guru Teg Bahadur Khalsa College, Jabalpur (M.P.) and Glocal Environment & Social Association (GESA), New Delhi.

4. Dr. Wahied Khawar Balwan, Senior Assistant Professor & Head, Department of Zoology was felicitated with 'IRSD Prominent Educator Award 2023' at Jamia Hamdard University, New Delhi during 10th International Conference on Sustainable Development on 30th May 2023.

5. Dr. Wahied Khawar Balwan, Senior Assistant Professor & Head, Department of Zoology, GDC Kilhotran was felicitated on occasion of National Teacher's Day 2022 with 'National Elite Teacher Award-2022' by International Institute of Research & Education a registered MSME with Ministry of MSME Govt. of India and 'Dr. Sarvepalli Radhakrishnan Best Faculty & Researcher Award 2022' by International multidisciplinary Research foundation, IMRF Institute of Higher Education & research,

India.

6. Best Oral Presentation Award' during International Conference on Environment, Water, Agriculture, Sustainability and Health (EWASH-2021): United Together in the Battle Against Pandemic and 3rd Annual Meet of STE from 21-22 January 2022 organised by Hindu College, University of Delhi, Tata Chemistry Society Hindu College and Save the Environment Society and Environment & Social Development Association (ESDA), New Delhi.

7. Dr. Wahied Khawar Balwan, Senior Assistant Professor and Head, Department of Zoology, GDC Kilhotran awarded 'International Multidisciplinary Education Excellence Award-2022' during Indo Global Multidisciplinary Conference held at Goa from June 23-25, 2022. The conference was organised by International Benevolent research Foundation (IBRF), Kolkata and Confederation of Indian universities (CIU), New Delhi. He also delivered a Plenary Lecture on 'Karyotypy in Diagnosis of Chromosomal disorders' and chaired a technical session as 'Chairperson'.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 19

3.4.3.1 **Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
8	6	2	2	1

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)	

3.5 Collaboration

3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 1

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	[View Document](#)
List of year wise activities and exchange should be provided	[View Document](#)
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)	

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- **teaching – learning, viz., classrooms, laboratories, computing equipment etc**
- **ICT – enabled facilities such as smart class, LMS etc.**

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

Govt. Degree College Kilhotran is blessed with a huge area of land, building and staff to cater to the learning demandsof the students who seek admission here. There is a cluster of lecture hall in the building, where teaching learning takes place. Almost 90% of the classrooms are ICT enabled, with interactive boards. The College has a browsing centre which students use to surf material and ideas on the internet. This way they remain aware of the advances in science, technology, Arts, Poetry and International relations etc. The College library is under automation process where students can borrow and return a book easily. The books of all kinds are available here. It has a separate reference section and career corners as well. Diligent students make use of such facilities on a routine basis. The library has a well developed e-resource centre as well. It also provides remote access to the faculty of the College. Many courses offered by the College have practical as one of the components. The subjects include Physics, Chemistry, Botany, Zoology and Computer Application. Other skill courses also have practical portions. The College also has standard laboratory infrastructure to cater to such demands of the students.

Incubation cell and entrepreneurship and skill development cell are in place. Through these, many external agencies tend to sign MOUs with the College for student exchange programmes. Recently scores of students have had the opportunity to go to different industrial/ technical units in the valley to learn skill courses. The college has a small but beautiful e-content room which functions to the optimum and helps create video lectures for the benefit of students.GDC Kilhotran has been set up in the land 79.7 kanal in a quite accessible location. The college building is well structured and shaped as per the requirement of students. The structure comprises of well furnished ICT classrooms, Smart Rooms, Multipurpose hall, Laboratories, computer centre and a big playground. Apart from it, college has provided drinking facilities with purifier and separate toilet facilities to staff members and students. The college has installed 40 dustbin and 52 iron benches in the ground and corridor. Each science department, staff rooms, library and office has a computer and Wi-Fi facility. The computer Lab is well equipped with an Interactive Board, a fixed projector, two air conditioner and 40 numbers of computers with Wi-Fi and LAN facility with 24*7 power back up. A portable projector is also available for the demonstration of practicals. The browsing centre has been set up with 15 computers and internet facility.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response: 76.83

4.1.2.1 **Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
64.38	63.8	76.04	192.01	1.61

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

4.2 Library as a Learning Resource

4.2.1

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

Govt. Degree College Kilhotran has a well developed library. The library is fully automated with RFID system in place. The student can, on borrow and returns a book with much ease. The system enables the library to have an anti theft system in place to check misuse, theft etc. There are some 12000 books in the

library. The departmental libraries are connected to the central libraries. Besides the library has subscribed e-journal and e-books also. The library houses a reference section and reading corner. The library also has access to dozens of magazines, and newspaper for the benefits of the students and the staff of the College. The college library has been set up with the entire requisite: furnished seating arrangement for student and staff, Photostat and Wi-Fi facility. The college library is under the process of fully automation and it is likely to be completed soon.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

The college always strives to upgrade the IT facilities including Wi-Fi. Focus is laid down to upgrade the PCs, projectors, digital panels with latest configuration available in the market. Also, the stress is given to the purchase of latest version of hardware and software to meet the need of the newly introduced programs and courses. The institution regularly updates its IT facilities. It is evident from the following facts:

- Earlier, the college has a multipurpose hall with a portable projector facility but, now, it has been replaced and updated with a latest version Kyan projector and screen to convert it into a smart seminar hall.
- The eight number of class rooms in the college have also been provided with digital interactive panels for the conduct of classes through digital means.
- One smart room has been set up with high-tech facilities like interactive digital board, a laptop and a podium.
- The computer and Botany laboratory has been provided with interactive boards to carry out presentation in practical. The computer laboratory has been provided with Wi-Fi and LAN facility.
- The physics, chemistry, Zoology and Botany has been provided with a portable projector to demonstrate the practical.
- The old computers of science departments, computer laboratory, and office have been updated time to time by using antivirus software.
- The entire academic block including library has now access to Wi-Fi. Apart from this the entire

campus has access to CNN 4G access points.

- The library is under the process of updation from the traditional system to the automated library management system.
- In 2018-19, the college has 2 VPN Broadband connections. In 2021-22 the college has 2 VPN Broadband, CNN Wi-Fi and 02 fiber connection.
- The college has been brought under CCTV camera surveillance for the safety of the students. Eleven cameras have been installed in various locations of the campus.
- The College has its own Website which is updated on regular basis to provide latest information relating to academics, committees, examination, results and other notifications like tender notices. Most of the academic and administrative processes are online and fully automated.
- The browsing centre has been set up in the College with 12 computers and internet facility.
- The E-content Centre has been in establishment stage where students can access E-Content in the centre and faculty can prepare the e-content/video lessons in the centre.
- The entire campus has been provided with a generator facility to meet the power requirements. The computer laboratory has been provided with online and offline UPS. The science departments and office sections have been provided with inverter facility.

A number of computers have been upgraded, both in quantity and quality. The ICT rooms have interactive boards as well. Each department of the college has its own computer system. Printers and UPS making it easy for them to conduct various classes of academic life in the College.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.3.2

Student – Computer ratio (Data for the latest completed academic year)

Response: 7.29

4.3.2.1 **Number of computers available for students usage during the latest completed academic year:**

Response: 48

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	[View Document](#)
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1

Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

Response: 76.83

4.4.1.1 **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
64.38	63.80	76.04	192.01	1.61

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 32.19

5.1.1.1 **Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
233	274	34	18	25

File Description	Document
Year-wise list of beneficiary students in each scheme duly signed by the competent authority.	[View Document](#)
Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).	[View Document](#)
Upload policy document of the HEI for award of scholarship and freeships.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

1. *Soft skills*
2. *Language and communication skills*
3. *Life skills (Yoga, physical fitness, health and hygiene)*
4. *ICT/computing skills*

Response: A. All of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	[View Document](#)
Report with photographs on ICT/computing skills enhancement programs	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)	

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 5.79

5.1.3.1 **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
45	0	0	26	34

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

1. **Implementation of guidelines of statutory/regulatory bodies**
2. **Organisation wide awareness and undertakings on policies with zero tolerance**
3. **Mechanisms for submission of online/offline students' grievances**
4. **Timely redressal of the grievances through appropriate committees**

Response: A. All of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	[View Document](#)
Proof related to Mechanisms for submission of online/offline students' grievances	[View Document](#)
Proof for Implementation of guidelines of statutory/regulatory bodies	[View Document](#)
Details of statutory/regulatory Committees (to be notified in institutional website also)	[View Document](#)
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 43.37

5.2.1.1 **Number of outgoing students placed and / or progressed to higher education year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
57	71	15	09	41

5.2.1.2 **Number of outgoing students year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
87	91	71	49	147

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 1.98

5.2.2.1 **Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)**

2022-23	2021-22	2020-21	2019-20	2018-19
0	1	1	1	2

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

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 last five years

Response: 1

5.3.1.1 *Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year wise during the last five years*

2022-23	2021-22	2020-21	2019-20	2018-19
0	1	0	0	0

File Description	Document
Upload supporting document	[View Document](#)
list and links to e-copies of award letters and certificates	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.3.2

Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 5.8

5.3.2.1 **Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
14	0	0	6	9

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

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

Response:

Govt. Degree College, Kilhotran (Jammu) has a registered alumni association by the name of Alumni Association Govt. Degree College Kilhotran under the Registration No: 5245-S of 2023. The association has members from all walks of life- academics, Professionals, bureaucratese, student's civil society. They have the mandate to suggest their alma mater on how to augment its scope and build a knowledge society. The faculty of the College has always been open to suggestions from its alumni in order to make the teaching-learning process outcome oriented. Many former students of the college who are part of the alumni association regularly take part in the various activities in the college to boost its image. The main objective of the Association is to work in close association with the college authorities for the overall development of the College. At present there are 150 members of this association. They give feedback on a regular basis and suggest ways to upgrade the efficacy of the College as a higher education institute. Many members are at the top positions in Universities, Colleges, administration, bureaucracy etc. The alumni members conduct awareness cum counseling programmes in the college to propel the career of budding students into the right direction. The support services offered by the association are not only financial in nature but also academic support is lent. The endeavor is to motivate students for future studies, research and professional development.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

The Institutional Governance and leadership are in accordance with the vision and mission to make concrete and dedicated efforts for quality and value-based education. For the fulfillment of the mission, the
leadership strives to maintain an open and interactive environment. All stakeholders are actively encouraged to participate and voice their perspectives for effective decision making and policy formation.
The governance of the college is reflective to the effective leadership as it addresses the needs of students and society; it seeks to serve by providing various multi-disciplinary and inter-disciplinary programs at under graduate.
The goals of the college are aligned with the National Education Policy-2020 for promoting skill development and quality higher education.
Further, the flexibility as per national education policy will be introduced as and when the revised curriculum based on NEP 2020 will be implemented by the affiliated university.
For holistic development of students the institute is already offering various programs and taking initiatives
such as
(a) Providing courses in 7 major and 14 Minor disciplines.
(b.) Developing attributes as per the need of the discipline.
(c.) Developing overall personality of the students to be good citizens.
(d.) Inculcating human values and having regard for heritage and culture.
The Kilhotran Degree College Managing Committee is quite sensitive to latest management concepts like
decentralization, team work, decision making, participative management etc. That is why it has adopted the
policy of decentralization and the same is ensured through participatory management of the institution. The
Principal with the support of Heads of Departments, Conveners of various committees initiates the decision
making process which creates an organizational climate of participatory democracy. The faculty plays a significant role in the planning and effective implementation of the college administrative process.
Responsibilities are delegated to them based on their competence, commitment and aptitude to meet the institutional objectives.
At the institutional level, various committees are formed which take decisions regarding their respective fields. They hold meetings at regular intervals and take into account the opinion of all members. Through committees   such   as   IQAC,   Academic   Committee,   Grievance   redressal   cell,   Anti-Ragging

Committee, Examination Board, Discipline Committee, Admission Committee, Scholarship Committee etc. of the

college encourages a culture of participative management.

The well-defined organizational structure of the college highlights that decentralization is the core principle in the overall functioning of the college.

Supporting Documents

Annexure: 6.1.1

1. Vision mission link
2. Functioning Committee Link etc

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

The Institutional prospective plan is effectively deployed towards value addition and skill enhancement strategy for holistic development of all the stakeholders at workplace which reflects from the various aspects such as

Policies: The college compiles the various policies such as academic, administrative etc. These are administered under the supervision of the Principal and Governing Body. The college formulates and follows policies of Department of J&K Higher Education in respect of Financial Assistance for its employees,

Scholarships/ Free-ship for students, Green Policy for an eco-friendly campus, e-Governance for various processes.

Administrative setup: The college has well defined administrative setup which follows the principle of decentralization reflecting from the Organogram of the college. The Organizational Structure of the

College consists of the Principal Secretar Department of Higher Education, Director Higher Education, Principal, teaching staff, non-teaching staff and the students. The Governing Body of the College which meets at least twice in a year to

discuss issues relating to overall development of the College. The college also has internal quality assurance cell (IQAC) which works towards realisation of the goals of quality enhancement and sustenance.

Appointment and service rules, procedures:

Being the Affiliated college of University of Jammu, the college follows the guidelines and norms of

appointments,

service rules and procedures as mandated by the University and Department of Higher Education.However the college is fully Government financed.

Deployment of Institutional Strategiec/Prospective/Development Plan:

The institutional perspective plan aligns with the vision and mission of the institution which are the constant driving factors for improving academic quality, policies and strategies. The Management has taken the efforts to improve facilities which would bring all round development of students and ensure their success.

The institutional development plan of the college will aligned with the NEP-2020 to promote skill development through collaborative and interdisciplinary approach .

1. Commissioner Secretary (IAS Officer appointed by state Govt.)

2. Director Colleges (senior Principal appointed by state Govt.)

3. Principal of the College.

3.1. A) Section officer

3.1. B) senior Assistant

3.1. C) Accountant

3.2 A) Convener of various committees (Associate/Assistant Professor)

3.2 B) Members of various committees (Associate/Assistant Professor)

The College is governed by department of Higher Education of state government. The head of the Institution is Principal of the College who constitute various committees and cells for the smooth administration and management. All these committees and cells take care of curricular and co-curricular activities of the college keeping in mind the quality aspects mentioned in the vision and mission statement of the College. These mainly include the committees like IQAC, Grievance Redressal Cell, student welfare Committee, Anti ragging, Scholarship (SC, ST, Minority, Economically Backward classes, Special Backward Classes etc.) The employees of the College are governed as per the service rules of state govt. The procedure for recruitment and promotion of permanent staff teaching as well as non-teaching is done as per the state govt. rules. However, depending upon the strength (workload) of the College, staff on academic arrangement is appointed as per the state Govt. rules. To solve the grievances/complaints received, the matter is discussed with the concerned committee members under the able guidance of the Principaland the necessary measures are taken to solve the grievance complaints in the shortest possible time.

File Description	Document
Provide Link for Additional information	[View Document](#)

6.2.2

Institution implements e-governance in its operations

1. **Administration**
2. **Finance and Accounts**
3. **Student Admission and Support**
4. **Examination**

Response: A. All of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	[View Document](#)
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	[View Document](#)
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)	

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

Employees are the asset for the institution and make the college a place where there the development of both faculties as well as students can be possible.
Performance Appraisal is the most methodical way of evaluating the performance of an employee. The College is following the annual appraisal system for all teaching & non-teaching staff of the college earlier through offline mode now through online mode.
As the college is Government run, the staff are getting salary on regular basis. Even in Covid situation the college employee were paid full salary.
The following mechanisms are in practice for the evaluation and assessment of the faculties of the college.
1. Submission of Performance Appraisal Report on JKSPARROW/JKHRMS Portal.

2. Employee Performance Monitoring (EPM) Report on JKHRMS.
The appraisal system for the administrative staff is based on
1. Punctuality, execution of duties, proactiveness and general demeanour.
2. The Principal, Director, Principal Secretary check the work efficiency and outcomes of the office staff

regularly.

The evaluation reports under the above process are analyzed in the meeting with management. The management is the final decision maker about the approval and disbursement.

The Institution is providing effective welfare measures for teaching and non teaching staffs.

Infrastructure Facility

Every department has Well-furnished and spacious seating provided to each member of the staff to work comfortably.

Desktops are provided to every department along with free internet access through LAN/ Wi-fi, and ICT tools for effective classroom delivery. Photocopying and printing facilities are provided to staff members.

Learning Resources Facility

Library resources including vast e-resources / digital library are made available for teaching-learning and research purposes.

Faculty members are promoted to attend FDP and other Faculty enrichment programs.

FDPs and faculty Enrichment and training programs are conducted for teaching and non-teaching staff from time to time.

Financial Assistance

• Advance salary scheme is there for the needy employee.

Support Facilities

• Grievance Redressal cell

• Good working environment and Proper working hours.

• Parking facilities for both teaching and non-teaching staff..

• Recreational Activities for Physical and Emotional Wellbeing.

• Celebrations of all the festivals, like Lohri, Holi, Diwali, Teacher's Day, Women's Day, Independance Day, Republic Day etc.

Outdoor and indoor Gymnasium facilities for all the staff.

• Celebration of Employee's Birthday, Welcome & Farewell for employee.

• Superannuation party celeberation for Retiring employee.

• Women friendly environment.

There is also a provision for financial aid in case of mishappening for teachers, 7% Teacher welfare fund is deducted from the remuneration of exam duties and evaluation which can claim in case of mishappening.

 Some other Welfare measures for teachers are:

1. **Increments:**

Teaching

Annual increments on emoluments

Tuition Fee for the wards of employees

Non Teaching

Annual increments on emoluments

Tuition Fee for wards of the employees

1. **Leaves**

1. The employees can avail different types of leaves like maternity (in case of women), paternity (in case of men), children leave, medical leave etc.

2. The Child Care Allowance, State Life Insurance (SLI), Janta Insurance are on offer for the benefit of the employees.

3. **Financial loan Facility**: Financial Loan Facility is offered to the employees against proper documents to be submitted by them to the sanctioning authority.

4. **Travel Grant**: Travel grant is also offered by the government to the employees.

5. **Health**: Medical reimbursement for Teaching and Non-Teaching Employees.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.3.2

Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0

6.3.2.1 **Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	[View Document](#)

01-12-2023 10:15:32

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response: 19.23

6.3.3.1 **Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP),** *Management Development Programmes (MDPs)* **professional development /administrative training programs during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
9	4	1	3	3

6.3.3.2 **Number of non-teaching staff year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
9	8	8	8	7

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Copy of the certificates of the program attended by teachers.	[View Document](#)
Annual reports highlighting the programmes undertaken by the teachers	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits

regularly (internal and external)

Response:

Financial audit is an annual activity which the College undergoes regularly. There are two kinds of external financial audits conducted annually, one by the finance department of state govt. and the other by the Accountant General (AG). The queries raised by these auditors through different para's are properly answered by the College. The salary is reconciled by the Accounted General (AG) office. The financial matters are routed through cashier and accountant.

The account section and the principal periodically review the expenditure of the previous year and also plan and scrutinize the proposed budget for the forth coming year. This budget proposal is presented to the Director Planning Higher Education department for approval. The account section and the committees framed within the college, guided by the principal are responsible for managing the funds received. The works are executed by the executing agencies of the govt. on completion of the project; utilization certificate and audited statement of accounts are forwarded to the Director Planning and Director Finance, Higher Education Department. The financial transactions for expenditure are made through treasures/BEAMS and funds are received through BEAMS. The procedure for financial transaction is more effective and ensures greater transparency with the proof of Transactions. The government agencies like Director of Audit and Inspection and Accountant General Office conduct the audit of the account books of the college each year. They monitor whether purchase of items has been undertaken keeping in view the codal formalities. The codal formalities include whether proper tendering has been done, before the items was purchased, whether GST bills have been maintained and whether GeM portal has been accessed for the purchase of certain equipments, machinery. A final report (Audit para) on their part is compiled in which certain queries are raised which the college responds to for clearance thereof. Thus the cycle of audit, both internal and external, is regular and comprehensive to plug any loopholes and complacencies that the institution may have exhibited inadvertently.

Internal audits were conducted from time to time in the college like purchase bill approval through purchase committee of the college, tax verification of employees every year, seventh pay fixation/Arrears and stock verification of existing infrastructure.

File Description	Document
Provide Link for Additional information	[View Document](#)

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. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

The IQAC of the College is one unit which has a lot of say in policy implementation and strategic planning within the college. A good number of practices are in vogue in the College- a couple of which are enlisted under:

1. Use of ICT for teaching-learning.

On the basis of the current development in the field of teaching, the following steps have been taken for introducing the use of ICT for teaching-learning process.

- The eight numbers of smart classrooms.
- One smart room has been set up with high tech facilities like interactive digital board, a laptop and a podium.
- The computer and botany laboratory has been provided with interactive boards to carry out presentation in practical. The computer laboratory has been provided with Wi-Fi.
- The Zoology and chemistry laboratory has been provided with a portable projector and interactive boards to demonstrate the practical.
- The College multipurpose hall has been equipped with Kyon projector and screen to convert it into a smart seminar hall.
- The library is under the process of updation from the traditional system to the automated library management system.
- The bandwidth of Wi-Fi of internet connection is more than 20 Mbps.
- The college has its own website which is updated on regular basis to provide latest information relating to academics, committees, examination, results and other notifications like tender notices. Most of the academic and administrative processes are online and fully automated.
- The browsing centre has been set up in the college with 12 computers and internet facility.
- The faculty was deputed for training on ICT through NIELIT, Jammu.
- Faculty has prepared E-content that has been loaded on College website and the outcome is promising to the College.
- Online feedback system is introduced for feedback on curriculum, teacher and alumni.

In 2020, all exams were conducted online. The submission of awards, evaluation was done online. Class work shifted to online mode with interfaces Google Classroom, Teachmint, ZOOM and Wise APP being used. ZOOM interface was used to hold webinars. The college students can apply for scholarship through online mode on the NSP portal.

Clean and Green Campus

With the aim of maintaining clean and green campus and to create awareness regarding environment and swachhta, certain crucialsteps have been taken. The goal of the given practice was to maintain eco-friendly campus by adopting new strategies and methods and to organize various activities involving students to promote Swachhta in campus and society. The students are motivated to promote the Reduce, Reuse and recycle the resources. Extension activities have been conducted to imbibe the spirit of cleanliness. The use of LEDs in the college campus has led to saving of electricity bill. Waste management practices have been implemented. Students and faculty members in the campus are seen using and promoting them. One side of blank page is reused for printing purposes. The plantation drive is conducted for green initiatives to sensitize the students and staff by drafting its Green policy, Environment policy and Swachhta policy and uploading it on college website.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.5.2

Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
2. **Academic and Administrative Audit (AAA) and follow-up action taken**
3. **Collaborative quality initiatives with other institution(s)**
4. **Participation in NIRF and other recognized rankings**
5. **Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response: B. Any 3 of the above

File Description	Document
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)
Link to Minute of IQAC meetings, hosted on HEI website	[View Document](#)

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

The institution shows gender sensitivity by providing facilities such as:

§ **Close Gate System**: The College has a close gate system, which means that the gate closes at 10:15 a.m in the morning and there is no free movement for entry or exit during class hours. Only approved visitors are allowed by the gatekeeper after 14:00 hours.

§ **Internal Compliant Committee**: an internal compliant committee is established to solve the problems faced by students. A compliant box is placed in the College where students can put their complaints and suggestions without revealing their names. Once in a week, the box is opened by the Convener Grievance and Redressal Committee along with other committee members and proper action is taken on the complaints received.

§ **Sexual Harassment Committee**: Sexual Harassment Committee is functioning in the College in which any student or any staff member can approach the committee members in case of any type of sexual harassment faced at the workplace.

§ **Anti Ragging Committee**:   As per the directions of the Supreme Court, ragging is banned in the College. An anti-ragging committee is well in place in the College to take stern action against the student if found guilty.

§ **Women Development Cell**: The College has a dedicated Women Development Cell for the welfare of the female students. In order to empower students on moral and ethical values, the cell takes necessary steps.

§ **Identity Cards:** The College has managed to provide the identity cards to students which carry all the important information such as: Name with photograph, class, semester, DOB, Parentage, contact details of the respective candidates. Students are allowed in college premises and books are also issued for 15 days from library on the production of college ID card.

1.   **Counseling:** A Career-Counseling cell is functional in the College. The committee members counsel the students during admission and help them to decide and choose the subjects as per their ability and interest. Guidance is approved to the students throughout the session to motivate them to continue

their studies especially the married ones. The final semester students are also guided to choose various fields of their interest. The students are motivated to join NCC and NSS and are facilitated for their achievement and made an exemplary figure for the next generation of students. The College counseling cell also interacts with the students on various problems faced by them and also provides them awareness about gender sensitization issues. A course on "Gender Sensitization" in semester 3rd has been opted in the subject of Sociology as a skill course (USOTS-302). Remedial classes are also run by various departments for weak and under privileged students.

2.   Common Room: The female students are provided with a girl's common room where they have a leisure time and rest in between free periods. It has attached washroom with dustbins. Also, there is LED TV in common room for the student's recreation purpose. The college also undertakes many initiatives to celebrate women studies and counsel female students about their well-being in and outside the campus. The initiatives include: 1. Orientation Programmes 2. Poster awareness campaigns 3. Seminars/Webinars etc.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

7.1.2

The Institution has facilities and initiatives for

1. **Alternate sources of energy and energy conservation measures**
2. **Management of the various types of degradable and nondegradable waste**
3. **Water conservation**
4. **Green campus initiatives**
5. **Disabled-friendly, barrier free environment**

Response: A. 4 or All of the above

File Description	Document
Policy document on the green campus/plastic free campus.	[View Document](#)
Geo-tagged photographs/videos of the facilities.	[View Document](#)
Circulars and report of activities for the implementation of the initiatives document	[View Document](#)
Bills for the purchase of equipment's for the facilities created under this metric	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. **Green audit / Environment audit**
2. **Energy audit**
3. **Clean and green campus initiatives**
4. **Beyond the campus environmental promotion activities**

Response: B. Any 3 of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	[View Document](#)
Policy document on environment and energy usage Certificate from the auditing agency	[View Document](#)
Green audit/environmental audit report from recognized bodies	[View Document](#)
Certificates of the awards received from recognized agency (if any).	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

Institutional efforts in providing Inclusive Environment

GDC Kilhotran celebrates/ organizes national and international commemorative festivals like Holi, Dewali, Id, Lohari, Bisakhi, Farewell, Superannuation etc. Organization of important national/international days are spreading general awareness, nurturing the talents and inculcating innovative ideas amongst all through establishment of Innovation, Cultural, Scientific, Literary, Sports and Integrity Clubs. These clubs are involved in all extra-curricular activities, organization of National/International days/events. These events are as follows: Awareness Week, Swachh Bharat Abhiyan, and Sports meet, Republic Day, , World Environment Day, Swachchta Hi Seva, International

Yoga Day, Independence Day, Teachers Day, Hindi Diwas,, World Food Day, , National youth day, and Swachhta Pakhwada, sveep, Amrit Kalash etc

File Description	Document
Provide Link for Additional information	[View Document](#)

7.2 Best Practices

7.2.1

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

Response:

Best Practices 1   ICT enabled Learning

Goal: The goal is to prepare the learners for the society of tomorrow by making them adaptable users of ICT who have the necessary openness and flexibility of mind to be able to adjust to future changes in the technology. Worldwide research has shown that ICT can lead to an improved student learning and better teaching methods. The use of ICT in education adds value to teaching and learning, by enhancing the effectiveness of learning. The ICT offers wide variety of services to education system:

1. Provides interactive learning experiences
2. Provide flexible and comfortable learning
3. Facilitates communication and promotes creativity
4. Provides access to the digital library where information can be retrieved and stored beyond textbooks.

Objectives of the practice: The aim is to make all teachers and learners in our college confident users of ICT so that can develop the skills, knowledge and understanding which enables them to be confident, creative and independent learners. The objective is to enables students:

1. To use ICT for effective and appropriate communication

2. To apply hardware and software to creative and appropriate uses of information.

3. To apply their ICT skills and knowledge to their learning in other areas.

4. To use their ICT skills to develop their language and communication skills.

Best practice- II   Execution/Conduction of online classes and examination

Objectives:

The new education policy envisions an education system rooted in Indian ethos that contributes directly to transforming India, Govt. Degree College Kilhotran took this challenge and came out with the online mode of education, which is also known as E-learning. Most of the students in the college came from far flung area of Bhalessa tehsil and it was difficult for them to reach the college in view of COVID restrictions to the college started online teaching-learning process and made the following objects for online Teaching.

- The major objectives of Online Classes
- To enhance the quality of learning and teaching
- To meet the learning style or need of students.
- To improve the efficiency and effectiveness of teaching
- To improve user accessibility and time flexibility to engage learners in the learning process during the pandemic.
- Motivation: as mentor helping learners develop their own understanding of content.
- To enhance dynamic interaction between task, instructor and learner.
- The recent rises in epidemics and pandemics necessitate being ready with the alternative modes of quality education whenever and wherever traditional and in-person modes of education are not possible. In this regard, the National Education Policy 2020 recognizes the importance of leveraging the advantages of technology while acknowledging its potential risks and dangers.

The concept of traditional education has charged radically within the last couple of years. Being physically present in class rooms is not the only learning option. Nowadays, the students can have access to quality education whenever and whatever they want, as long as they get online. The following points helped the college to execute this concept.

File Description	Document
Best practices as hosted on the Institutional website	View Document
Any other relevant information	View Document

7.3 Institutional Distinctiveness

7.3.1

Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

In Govt. Degree College Kilhotran, emphasis is laid down to maintain a clean, green and pollution free environment that provides a natural backdrop for an effective teaching learning experience. Various steps have been taken to conserve the natural resources like plantation, water and solid waste management etc. and to provide a pollution free environment. The College strives its best to develop a green ecosystem to provide enrichment to the mind, heart and soul of the students. All the avenues and roads within the

campus are, therefore, adorned with tall beautiful trees. The first step taken for the green campus is to establish a viable green campus/beautification committee, with in the organizational structure of the college. The administration of the College believes that everyone has to work out time bound strategies to implement the green campus initiatives. These strategies need to be incorporated in to the institutional planning and budgeting processes with the aim of developing a clean and green campus. The college IQAC has framed the green policy, Environment policy, Swachhta policy with action plan and green initiatives for its campus. These green campus initiatives have enabled the institution to develop the ambience of the campus.

Use of LED bulbs: There are a lot of variables when it comes to a student's success in the College. Good study habits, passionate teachers and valuable campus resources that students experience, all contribute to a positive College experience. One unexpected way in which a College can have a positive impact on learning atmosphere is indoor and outdoor LED lightening system. LED bulbs have been installed in the classrooms and other parts of the College which fulfill the lightening needs as well as reduce electric energy consumption. Thus, the use of LED bulbs provides financial benefits to the institution and also, conserves energy.

Utilizing Natural Light:

The College building architecture is designed in such a manner that permits the free flow of air and allows natural light to cover all the corners in the building. The natural light provides enough light to avoid the usage of electric lights in the corridors. Thus, it reduces electric energy consumption.

Waste segregation: In GDC Kilhotran, encouragement is given to adopt environmentally friendly practices like solid waste management. To reduce waste at the institute, students and staff are educated on cleanliness and proper waste management practices through lectures, displaying the slogan boards in the campus. The waste is collected on a daily basis from various sources and is separated as dry and wet waste. Color coded dustbins are used for different types of waste, Green for wet and blue for solid waste.

Keeping Campus Clean and Green:

Sweeping a mopping of the whole campus is done on daily basis. Toilets are also cleaned regularly to maintain hygienic environment. The use of plastic is banned inside the college campus. The students are motivated to keep campus clean through SwachhtaAbhiyans conducted by NSS/Eco Club Units. The plantation drives are conducted every year to maintain greenery in the campus. Every year, the flowers are planted and maintained to provide ethnic ambience to the institution. The College campus is enriched with a vast number of trees of different species. Various Environmental conservation programs and promotion activities like seminars, symposiums and painting competitions on Environment Day, ozone day, etc. are conducted to aware the students about the need to maintain a clean and green campus. Thus, the College faculty, students and staff understand their collective responsibility of contributing towards maintaining a sustainable clean and green environment. The College is doing its best to maintain a pollution free environment in the area of Bhalessa. This can be a source of inspiration for others to follow.

Institutions have a role to play as far as augmenting the students' abilities is concerned. In the times of need and adversity, institution provides monetary supports to those who have either been orphaned or suffer from physical handicap or are differently abled. It also finances the education of those who belong to the lowest (economic) strata of the society. The objective is to help them pursue their academic

endeavors and build their future. The Internal Quality Assurance Cell (IQAC) of Government Degree College Kilhotran, Doda J&kin this regard in 2020 held a series of meetings to the effect of devising a viable policy for the financial assistance of such needy students. A formal disposal was compiled and the same was sent to the Principal of the College for approval. The principal approved the proposal and assigned the task to the Financial Aid Committee which was asked to procure the data of deserving students from the admission section and complete other logistic details.

File Description	Document
Appropriate web in the Institutional website	[View Document](#)
Any other relevant information	[View Document](#)

5. CONCLUSION

Additional Information :

The College is the only Higher Education Institute in this area to cater the need a hige populated hilly terrain. It is situated at a distance of around 90 km from the Distric Head quarter. The region has a massive potential and is higly fertile.

Concluding Remarks :

Govt. Degree College, Kilhotran is affiliated to University of Jammu, Jammu, established in tehsil Bhalessa, Kilhotran; district Doda, J&K –UT in 2008. The College is ideally located to serve the students from both rural and urban areas. Most of the students of the College are from economically weaker sections and rural areas. The College is offering equitable opportunities to all the students from all the sections of society. Following the guidelines of National Education Policy 2020, the College proposes to start new courses/streams from the academic session 2021-22 viz BA stream, BCA and science stream. Moreover, three major project in the College are going to start very soon i.e., construction of two storey multipurpose cum auditorium, College canteen, Chowkidar room and approach road for College land. The completion of all mentioned projects will further boost the physical facilities in the College. The college believes in the idea of sustainable development and conservation of energy, recycling etc. As a consequence, solid waste management through proper segregation of the wastes is done. Many projects like girls and boys Toilets block, demarcation of College land and its boundary wall and Principal quarter has completed. The biodegradable waste is segregated from non-biodegradable one and is dumped at the waste management site in the College. During 2020, the college did exemplary services as Quarantine centre and then as Covid-Care Centre in the College. The GDC Kilhotran strictly adheres to its vision, mission and values and is committed to transform the students from rural background and economically weaker sections of the society to empowered thoughtful, responsible and successful citizens to meet the challenges of a collaborative and competitive globalised environment. The College should further strengthen the teaching-learning, research and innovation strictly following the National Education Policy-2020 for the all round development of faculty as well as students. The College will also continue to sensitize the students about the values, customs, traditions and culture of India. The College is a strong advocate of peace and harmony in the region. It is committed to fulfilling its mission of lending the nation in general and society in particular a helping hand by creating a just society based on the metrics of tolerance, impartiality, ethical behavior and shared values. It advocates the maintenance of the ethnic, linguistic and mosaic of the society. On the academic front, the wishes to achieve the status of College with potential for excellence (CPE) and have the availability of post graduate courses at least in some subjects like Humanities, Social Sciences and Languages.