ITUWTSA

Office of the Principal
Government Degree College Uttersoo
گورنمنٹ ڈگری کالج اُترسو(کشمیر)
Uttersoo—Shangus, Anantnag, Jammu & Kashmir – 192201
Email: gdc.uttersoo@gmail.com **NAAC Accredited Grade—B [CGPA 2.33]** Web: www.gdcuttersoo.ac.in
Mobile No.: +91—9419065616 Landline: - 01932—293177

No.: GDCUT/2024/IQAC/ 1141   Dated: 26.12.2024

MoM/Report of the 3rd IQAC Review Meeting held on 05.11.2024 & 06.11.2024

An important meeting was convened by Coordinator—IQAC under the chairmanship of Worthy Principal in his office chamber on 15.11.2024 at 02:00. At the onset, the worthy Principal expressed happiness and congratulated the IQAC for successfully submitting the AQAR 2022-23.

The agenda of the meeting were as follows.

A-1. AQAR Post Submission Editing Window for Academic Year 2022-23
A-2. Preparation of AQAR for the Academic Year 2023-24
A-3. Action Plan Finalization for Academic Year 2024-25
A-4. Status of Action Items of previous two Review Meetings
A-5. Supplementary matters that may come up during the meeting.

The Coordinator, IQAC while addressing the gathering thanked all the members of the committee for successfully submitting the AQAR 2022-23.

PROCEEDINGS:
DAY—1: TUESDAY, 2024.11.05

A-1. AQAR Post Submission Editing Window for Academic Year 2022-23:
The members were asked to incorporate necessary changes in the AQAR 2022-23 during the editing window.

A-2. Preparation of AQAR for the Academic Year 2023-24:
The first deadline for collection of data was fixed as 23.11.2024.

A-3. Action Plan Finalization for Academic Year 2024-25:
Each criterion was discussed point-by-point as under:

PART—A:
Data of the Institution:
Preparation of Academic Calendar for the academic year 2024—25:
→ Academic Affairs | Examination | Debates & Seminar | Cultural | Sports |
Funds by Central/State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE ...
→ Shall seek the assistance from agencies other than State/Central Government
Composition of IQAC as per latest NAAC guidelines:
→ Notification to be issued as per the guidelines.
Minutes of IQAC Meetings & ATR/Compliance to the decisions
→ Maintain Minutes of IQAC Meetings & ATR/Compliance to the decisions on college **website**.
IQAC received funding from any of the funding agency to support its activities during the year 2024—25:
→ —Identification of funding agencies who may fund the IQAC activities.
Five significant contributions to be made by IQAC during the Year 2024—25
→ To be discussed in subsequent meetings.
→ **IQAC to chalk-out plan of action towards Quality Enhancement and the outcome achieved by the end of the Academic Year**
→ A detailed plan shall be framed in the subsequent meetings and periodic assessment throughout the year, for achieving the desired goals.
Submission of institutional data to AISHE
→ Submission of institutional data by **the Coordinator-AISHE.**
Multidisciplinary/Interdisciplinary approach:
→ NEP-2020 curriculum [in addition to Major, AEC, VAC & SEC] includes MD & Minor courses exclusively for the purpose multi-interdisciplinary approach.

Principal
Govt. Degree College
Uttersoo, Anantnag

Office of the Principal
Government Degree College Uttersoo
گورنمنٹ ڈگری کالج اٹرسو (کشمیر)
Uttersoo—Shangus, Anantnag, Jammu & Kashmir – 192201
Email: gdc.uttersoo@gmail.com NAAC Accredited Grade—B [CGPA 2.33] Web: www.gdcuttersoo.ac.in
Mobile No.:   +91—9419065816   Landline: -   01932—293177

No.: GDCUT/2024/IQAC/ 1141   Dated: 26.12.2024

Academic Bank of Credits
→ All the students shall mandatorily register for ABC ID before being admitted in any Programme.
Skill Development
→ Various SECs are being offered by the college and many more shall be added to the basket.
Integration of Indian Knowledge System [Teaching in Indian Language, culture, using online course]:
→ MIL: Arabic, Kashmiri, Urdu; VAC: Understanding India
Focus on Outcome Based Education [OBE]
→ By laying out and clearly stating Learning outcomes, POs & COs at the beginning of the semester.
Distance Education/Online Education:
→ Presentations of selected topics by each faculty member on website.
→ College facilitates registration of students for distance programmes for private candidates.
E-Content:
→ Presentations of selected topics by each faculty member on website

Extended Profile:
Programme:
Number of courses offered by the institution across all programs during the year:
→ Offering all the possible courses to the students
Student:
Number of students during the year:
→ Find ways to increase the overall enrolment
Number of seats earmarked for reserved category as per GoI/ GoJ&K rule during the year:
→ As per the policy of J&K Government.
Academic:
→ Number of full time teachers during the year:
Number of sanctioned posts during the year:
→ A representation to the concerned for sanctioning posts for all the left-out sanctioned subjects.
Institution:
Total number of Classrooms and Seminar halls:
→ Augment the infrastructure for more classrooms/seminar halls & a functional auditorium
Total expenditure excluding salary during the year:
→ Judicious & optimum use of resources for maximum benefits
Total number of computers on campus for academic purposes:
→ Upgradation of IT infrastructure with the cutting-edge technology

Principal
Govt. Degree College
Uttersoo, Anantnag

Office of the Principal

Government Degree College Uttersoo

گورنمنٹ ڈگری کالج اُترسو(کشمیر)

Uttersoo—Shangus, Anantnag, Jammu & Kashmir – 192201

Email: gdc.uttersoo@gmail.com NAAC Accredited Grade—B [CGPA 2.33] Web: www.gdcuttersoo.ac.in
Mobile No.: +91—9419065616   Landline: - 01932—293177

No.: GDCUT/2024/IQAC/ 1141   Dated: 26.12.2024

PART—B:
CRITERIA—1: CURRICULAR ASPECTS

Curricular Planning and Implementation:

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

→ Preparation of Course Outcomes/Programme Outcomes/Learning Outcomes by the concerned faculty
→ ?

The institution adheres to the academic calendar including for the conduct of **Continuous Internal Evaluation [CIE]:**

→ Preparation of Academic Calendar in consultation with Convener-Academic Affairs [Academics] & Coordinator-Examination [CIA/CIE]

Faculty participation in activities related to curriculum development & assessment:
Letter to UoK/IUST/CUK/MANUU/IGNOU for incorporating college faculty in:

→ Academic Council/BoS
→ Setting of question papers for FYUGP/FYPGP
→ Design and Development of Curriculum for Skill Courses
→ Assessment/Evaluation Process

Academic Flexibility:

Programmes in which CBCS/Elective Course System is implemented:
→ All the Programmes are compliant to NEP-2020 which is more relevant

Add-on/Certificate programs offered, added and students enrolled during the year
→ Add-on/Certificate Courses: Web Developer, Aquaculture, Mushroom Cultivation, Early Childhood Development, Urdu Afsana, Computer Applications in Economics
→ Spoken Arabic to be introduced from next session
→ Certificate/Diploma Course in Urdu with NCPUL
→ Students to be facilitated to register for MOOCs
→ Equivalence of NSQF-Level SECs as Add-on/Certificate Courses by an Empowered Committee

Curriculum Enrichment:

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum:
→ Integration of crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Courses that include experiential learning through project work/field work/internship during the year:
→ Highlighting the experiments/projects/field work/tours/internships on the syllabus

Students undertaking project work/field work/ internships:
→ Preparation of list of students who study the courses with **experiential learning**
→ Facilitate students to take part in various project work/field work/ internships as prescribed in their curriculum
→ MoU with different institutions shall be signed for internships: ICT Academy

Feedback System:

Feedback on the Syllabus & its Transaction **from the stakeholders is collected through appropriate Google Forms.**

→ Students   → Employer: EPM/APR
→ Teachers   → Alumni

Feedback shall be collected, analyzed and action taken report shall be made available on website

Office of the Principal
Government Degree College Uttersoo
گورنمنٹ ڈگری کالج اُترسو(کشمیر)
Uttersoo—Shangus, Anantnag, Jammu & Kashmir – 192201
Email: gdc.uttersoo@gmail.com **NAAC Accredited Grade—B [CGPA 2.33]** Web: www.gdcuttersoo.ac.in
Mobile No.: +91—9419065616 Landline: - 01932—293177

No.: GDCUT/2024/IQAC/ 1141 Dated: 26.12.2024

CRITERIA-2: TEACHING—LEARNING & EVALUATION

Student Enrollment and Profile:
→ Addressing declining enrollment
→ Strength: ST/OBC/Divyangjan

Catering to Student Diversity:
Assessment of learning levels of students & to organize special Programmes for Advanced Learners and Slow Learners
→ Notices to be issued for remedial classes for shortage cases, slow learners, and late admission cases

Student- Teacher Ratio:
→ Google Form for academic arrangement faculty for information needed for AQAR 2024-25

Teaching- Learning Process:
Student centric methods for enhancing learning experiences:
→ Experiential Learning: Conduct of Experiments & keeping their records
→ Participative Learning:
→ Problem Solving Methodologies:
ICT-Enabled tools for effective Teaching-Learning Process
→ Adding more Smart/ICT—Enabled classrooms
Mentor: Mentee Ration for academic & other related issues
→ Issue circular pertaining to assigning Mentors to Mentees

Teacher Profile and Quality:
Full time teachers against sanctioned posts during the year
→ List of the faculty members authenticated by the Head of HEI
Number of full time teachers with Ph. D.
→ Keep data of permanent & academic arrangement faculty [Google Form for relevant fields]
Total experience of full-time teachers:
→ Keep data of permanent & academic arrangement faculty [Google Form for relevant fields]

Evaluation Process and Reforms:
Mechanism of internal assessment is transparent & robust in terms of frequency & mode:
→ Attendance, Group Discussions, Assignments, Presentations, CIA, Field Based Evaluation, Viva-Voce
Mechanism to deal with internal examination related grievances is transparent, time- bound & efficient:
→ Framing of Policy & Process for CIA Grievance Redredssal Mechanism

Student Performance and Learning Outcomes
Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution
→ HoDs to prepare Course Outcomes/Programme Outcomes/Learning Outcomes and are made available on college website
Attainment of Programme outcomes and course outcomes are evaluated by the institution
→ Periodic Course Review by the committee concerned and the findings be made available to the HoDs
Total number of final year students who passed the university examination during the year
→ Report of the recently declared results to be prepared by Coordinator-Examination
→ Dispatch a letter to Controller Examinations for course-wise results and position of our college at university level

Student Satisfaction Survey:
Student Satisfaction Survey (SSS) on overall institutional performance
→ SSS: Parameters to be added in the SSS Form as per requirement

Office of the Principal
Government Degree College Uttersoo
گورنمنٹ ڈگری کالج اُترسو(کشمیر)
Uttersoo—Shangus, Anantnag, Jammu & Kashmir – 192201
Email: gdc.uttersoo@gmail.com NAAC Accredited Grade—B [CGPA 2.33] Web: www.gdcuttersoo.ac.in
Mobile No.: +91—9419065616 Landline: - 01932—293177

No.: GDCUT/2024/IQAC/ 1141 Dated: 26.12.2024

CRITERIA-3: RESEARCH & EXTENSION

Resource Mobilization for Research:
Grants from Government and non-governmental agencies for research projects:
→ Identification of various agencies which can provide research grants to the college

Research projects funded by government and non-government agencies during the year
→ Identification of various agencies which can grant projects to the college

Seminars/conferences/workshops conducted by the institution
→ Organizing national conference with sponsorship from J&K Bank, National Masala Mills, & Himalayan Welfare [NGO]

Research Publications and Awards
Research papers in the Journals notified on UGC website
→ Review articles form faculty members who have already done research

Books and chapters in edited volumes/books published and papers in national/ international conference proceedings
→ Encourage & Incentivize the faculty for the such type of publications

Extension Activities
Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof
→ To carry-out various extension activities in the college like extension lectures, and in the vicinity for sensitizing students to social issues

Awards and recognitions received for extension activities from government/government recognized bodies
→ ?

Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/NCC/Red Cross/YRC
→ The college conducts various such programs; however the collaboration with other organisations shall be worked out by the concerned conveners.

Number of students participating in extension activities
→ Involvement of students in activities: record attendance & keep a copy of certificates

Collaboration
The Institution has several collaborations/linkages for Faculty exchange, student exchange, Internship, Field trip, on-the- job training, research
→ Field Trips may be organized by the departments where the curriculum demands so; like visit to STPI Rangreth, IGC Lassipora …
→ Internships with reputed organisations may also be worked out wherever possible

Functional MoUs with national and international institutions, universities, industries, corporate houses
→ MoU with IUST to be made functional
→ MoU with departments of Sericulture, Horticulture, Agriculture, Social Forestry

The meeting concluded around 04:00 with the proposal to resume it on the next day at 02:30 for discussing the pending agenda.

Office of the Principal
Government Degree College Uttersoo
گورنمنٹ ڈگری کالج اُترسو (کشمیر)
Uttersoo—Shangus, Anantnag, Jammu & Kashmir – 192201
Email: gdc.uttersoo@gmail.com NAAC Accredited Grade—B [CGPA 2.33] Web: www.gdcuttersoo.ac.in
Mobile No.: +91—9419065616   Landline: - 01932—293177

No.: GDCUT/2024/IQAC/ 1141   Dated: 26.12.2024

Day—2: Wednesday, 2024.11.06
CRITERIA 4: INFRASTRUCTURE & LEARNING RESOURCES
Physical Facilities

The Institution has adequate infrastructure and physical facilities for teaching- learning.
→ Augmentation of ICT-Enabled classrooms
→ Procurement of Lab Equipment

The Institution has adequate facilities for cultural activities, sports, games, gymnasium, yoga center ...
→ Cultural Committee to be made functional
→ Gymnasium & Sports Infrastructure to be augmented

ICT- enabled facilities such as smart class, LMS:
→ Purchase of computers

Expenditure, excluding salary for infrastructure augmentation:
→ Internal Audit of college on regular basis

Library as a Learning Resource

Library is automated using Integrated Library Management System
→ Proposal to Administrative Department for full Automation & RFID

The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources:
→ Subscription of e-resources to be renewed

Expenditure for purchase of books/e-books and subscription to journals/e- journals
→ Subscription of more e-Journals

Foot falls and login data for online access
→ Maintain record of visitors and subscription data to e-journals

IT Infrastructure

Institution frequently updates its IT facilities including Wi-Fi:
→ Procurement of IT equipment to augment the IT infrastructure in the college

Number of Computers:
→ Upgradation of Computer Lab with the latest configuration computer systems

Bandwidth of internet connection in the Institution:
→ Proposal for a high speed dedicated Lease-line in place of fiber based broadband connections
→ High-speed wireless based backup lines at multiple sites

Maintenance of Campus Infrastructure
Expenditure incurred on maintenance of infrastructure:

Established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms
→ Maintenance of campus infrastructure

Principal
Govt. Degree College
Uttersoo, Anantnag

Office of the Principal

Government Degree College Uttersoo

گورنمنٹ ڈگری کالج اُترسو(کشمیر)

Uttersoo—Shangus, Anantnag, Jammu & Kashmir – 192201

Email: gdc.uttersoo@gmail.com NAAC Accredited Grade—B [CGPA 2.33] Web: www.gdcuttersoo.ac.in
Mobile No.:   +91—9419065616   Landline: -   01932—293177

No.: GDCUT/2024/IQAC/ 1141   Dated: 2612.2024

CRITERIA—5: STUDENT SUPPORT AND PROGRESSION

Student Support

Students benefited by scholarships and free ships provided by the Government
→ Maintain record of the students who get admissions under PMSSS
→ Letter to District Social Welfare Officer for seeking scholarship details of our students under various schemes

Students benefitted by scholarships, free ships provided by the institution/non-government agencies
→ Consideration of assistance provided under Red Cross Fund as NGO-funding
→ Identification of NGOs/Corporate Entities who may give assistance to students under CSR

Capacity building & skill enhancement initiatives taken by the institution:
Soft Skills:

Language and Communication Skills:
→ AEC: English Communication Skills, English Language, MIL [Arabic, Kashmiri, Urdu]

Life Skills [Yoga, Physical Fitness, Health & Hygiene]:
→ VAC: Health & Wellness

ICT/Computing Skills:
→ SEC: WDP [Web Developer]

Students benefitted by guidance for competitive examinations and career counseling offered by the institution:
→ To be worked out with a few organizations, already identified

The Institution has a transparent mechanism for timely redressal of student grievances including:
Sexual Harassment:
→ A committee for such grievances is in place

Ragging cases:
→ Anti-Ragging Committee to be made functional with representatives from the student council

Implementation of guidelines of statutory/regulatory bodies:
→ To be worked out with the concerned bodies

Organization wide awareness and undertakings on policies with zero tolerance:
→ Awareness programs shall be conducted on regular basis for sensitization of students and employees towards such policies and
→ Undertakings shall be taken from the stakeholders for zero tolerance towards sexual harassment & ragging

Mechanisms for submission of online/offline students' grievances:
→ A **free, fair & transparent** mechanism shall be evolved for facilitating reporting of ragging cases
→ A **confidential** mechanism shall be evolved for facilitating reporting of sexual harassment cases

Timely redressal of the grievances through appropriate committees:
→ The relevant committees shall be revitalized to ensure timely grievance redressal

Student Progression

Placement of outgoing students:
→ A database of all the such pass outs who got placements shall be maintained

Students progressing to higher education:
→ A database of all the pass outs who are pursuing higher studies shall be maintained

Students qualifying in state/ national/ international level examinations
→ A database of all the pass outs who qualified such exams shall be maintained

Student Participation and Activities

Awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level:
→ Facilitate students to take part in sports/cultural activities

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

Principal
Govt. Degree College
Uttersoo, Anantnag

Office of the Principal
Government Degree College Uttersoo
گورنمنٹ ڈگری کالج اُترسو(کشمیر)
Uttersoo—Shangus, Anantnag, Jammu & Kashmir – 192201
Email: gdc.uttersoo@gmail.com NAAC Accredited Grade—B [CGPA 2.33] Web: www.gdcuttersoo.ac.in
Mobile No.:   +91—9419065616   Landline: -   01932—293177

No.: GDCUT/2024/IQAC/ 1141   Dated: 26.12.2024

→ Student Council to be framed in March-2025 [CRs of Major Programmes as its members]

→ Student representation shall be taken into account while re-framing the committees in March-2025.

→ Representatives to be engaged in various administrative, co/extra-curricular activities.

Sports and cultural events/competitions in which students of the Institution participated:

→ Facilitate maximum participation of students in sports & cultural events.

Alumni Engagement

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

→ Identify & seek financial/ support services of prominent alumni.

The meeting concluded with vote of thanks by Dr. Tariq Bashir in which he thanked Principal for his consistent encouragement and support to IQAC, Coordinator—IQAC for organizing the meeting, IQAC members for their support in successfully submitting the AQAR 2022-23. It was further decided the the pending agenda would be discussed in the 4th IQAC Review meeting to be held in the month of December-2024.

UMMAR   MUHAMMAD
COORDINATOR—IQAC

PROF. MUSHTAQ AHMAD SOHL
PRINCIPAL
Govt. Degree College
Uttersoo, Anantnag