

# The Annual Quality Assurance Report (AQAR) of the IQAC

## Part – A

AQAR for the year

2014- 15

### I. Details of the Institution

1.1 Name of the Institution

Islamia College of Science and  
Commerce

1.2 Address Line 1

Hawal, Srinagar

Address Line 2

Kashmir

City/Town

Srinagar

State

Jammu and Kashmir

Pin Code

190002

Institution e-mail address

principal@islamiacollege.edu.in

Contact Nos.

Fax 01942429014

Name of the Head of the Institution:

Prof (Dr) Mohammad Aslam  
Baba

Tel. No. with STD Code:

0194-2426819

Mobile:

9906510111

Name of the IQAC Co-ordinator:

Dr Mohammad Hanief Mir

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCogn 18879)

**OR**

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

1.5 Website address:

Web-link of the AQAR:

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

#### 1.6 Accreditation Details

| Sl. No. | Cycle                 | Grade         | CGPA          | Year of Accreditation | Validity Period |
|---------|-----------------------|---------------|---------------|-----------------------|-----------------|
| 1       | 1 <sup>st</sup> Cycle | B++           | 84%           | 2004                  | 5 years         |
| 2       | 2 <sup>nd</sup> Cycle | Under process | Under process | Under process         | Under process   |
| 3       | 3 <sup>rd</sup> Cycle | -             | -             | --                    | -               |
| 4       | 4 <sup>th</sup> Cycle | -             | -             | -                     | -               |

1.7 Date of Establishment of IQAC : DD/MM/YYYY

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

- i. AQAR 2013-14 submitted to NAAC on 02-03-2017
- ii. AQAR2012-13 submitted to NAAC on 02-03-2017

### 1.9 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

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

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

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

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

### 1.10 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

Millitary Science

### 1.11 Name of the Affiliating University (for the Colleges)

University of Kashmir, Hazratbal  
Srinagar

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence  UGC-CPE

|                                  |                                |                              |                      |
|----------------------------------|--------------------------------|------------------------------|----------------------|
| DST Star Scheme                  | <input type="text"/>           | UGC-CE                       | <input type="text"/> |
| UGC-Special Assistance Programme | <input type="text" value="√"/> | DST-FIST                     | <input type="text"/> |
| UGC-Innovative PG programmes     | <input type="text"/>           | Any other ( <i>Specify</i> ) | <input type="text"/> |
| UGC-COP Programmes               | <input type="text"/>           |                              |                      |

## **2. IQAC Composition and Activities**

|   |   |
|---|---|
| 2.1 No. of Teachers   | <input type="text" value="06"/>   |
| 2.2 No. of Administrative/Technical staff                         | <input type="text" value="01"/>   |
| 2.3 No. of students   | <input type="text" value="02"/>   |
| 2.4 No. of Management representatives                             | <input type="text" value="nil"/>  |
| 2.5 No. of Alumni   | <input type="text" value="nil"/>  |
| 2.6 No. of any other stakeholder and<br>community representatives | <input type="text" value="nil"/>  |
| 2.7 No. of Employers/ Industrialists                              | <input type="text" value="nil"/>  |
| 2.8 No. of other External Experts                                 | <input type="text" value="nil"/>  |
| 2.9 Total No. of members  | <input type="text" value="09"/>   |
| 2.10 No. of IQAC meetings held                                    | 2   |
| 2.11 No. of meetings with various stakeholders:                   | No. <input type="text" value="4"/> Faculty <input type="text" value="2"/> |
| Non-Teaching Staff  | <input type="text" value="1"/>  |
| Students  | <input type="text" value="1"/>  |
| Alumni  | <input type="text" value="1"/>  |
| Others  | <input type="text" value="nil"/>  |
| 2.12 Has IQAC received any funding from UGC during the year?      | Yes <input type="text"/> No <input checked="" type="text"/>               |
| If yes, mention the amount  | <input type="text" value="nil"/>  |

## 2.13 Seminars and Conferences (only quality related)

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

Total No.  International  National  State  Institution Level

### (ii) Themes

One Week UGC Sponsored faculty Development Workshop on **“ICT and e-Learning in Higher Education”** Organised by the Department of Computer Applications from 24-03-2014 to 30-03-2014.

One Month UGC sponsored programme **“Professional laboratory Course”** for the technical non-teaching staff of all Valley based Organised by the department of Chemistry from 01 -02-2014 to 01-03-2014.

Seminars/Workshops Organised by the Department of Management Studies and English of the College under the aegis of Business Club on various topics as **“World Trade Organisation (WTO) TRIPS”, “Globalization and India”, “Changing Organisation”, “Negotiation Management”, “Inflation Causes and Remedies”, “English Language and the Job Market”**.

Celebration on **“World Environment week”** organised by the Department of Botany on 5<sup>th</sup> June 2014.

**“International Fascination of Plants day”** organised by the department of Botany on 18<sup>th</sup> May 2014.

Departmental Symposium on **“Medicinal Plants”** and Workshop on **“Water Analysis”** of the adjoining areas of College in collaboration with the public health department of the state government organised by the Department of Chemistry

Departmental Workshop on **“Demonstration of Polymerization chain reaction”** PCR as bio -technological tool.

Departmental Seminars , workshops on various topics **“Structure and function of DNA, Nucleotide mitochondria , kinetics, Chromatography and vitamin B Complex”** by the Department of Biochemistry and Biotechnology

Departmental Seminar on

**“Education Is Above Job Orientation” ;“Social Media: A Tool For Positive Social**

**Change” ; “Internet- A Social Evil”** by the department of Commerce and Management.

Seminar on **“Right to information act”** Organised by the Department of Commerce and Management.

#### 2.14 Significant Activities and contributions made by IQAC

- Motivating teachers on quality improvement, remedial classes and the use of ICT and teaching aids.
- Augmentation of IQAC infrastructure using College resources.
- Encouraged students to join College NCC and NSS wings of the College so as to foster the bond of brotherhood and National Integration.
- The IQAC in its meetings with the departmental Quality Assurance Cells (QAC’s) discussed and checked out the plan for the future session. It was impressed upon the departmental QAC’s that the teaching plans for the session reflecting the important academic activities like seminars, unit tests, workshops, quiz programs, debates, group discussions should be distributed among the students positively at the beginning of the academic session.
- Stressed upon the making of class representatives for each class so that frequent meetings can be held with such representatives.
- Recommended to the College Administration for the augmentation of the library facility by increasing the no of Books and Journals in the Library, Development, strengthening and promotion of curricular and extracurricular activities.
- Encourages its faculty to undertake research projects and thus contribute to the advancement of knowledge with interdisciplinary approach.
- The IQAC encourages the weaker and educationally under-privileged sections of the society to continue their academics. Both academic as well as financial assistances are rendered. Encourages more and more students to participate in social activities such as NCC, NSS etc thus inculcating high moral values among the students and turning them into peace loving, secular and patriotic citizens.
- Encourages and organizes various educational, Study and industrial tours at the State and National level to create awareness among the Students regarding latest technological and industrial developments and further make them environment conscious.
- Promotes and encourages the participation of students on large scale in various

sports activities at College, State and National level in order to inculcate in them a sense of discipline, tolerance and National integration and human brotherhood.

- Encourages its faculty to achieve academic excellence by participating in various workshops/Refresher courses/ Orientation courses. Several teachers were encouraged to pursue higher studies.
- IQAC as the recommending body to the administration also plays a pivotal role in the overall development of the College by recommending for the Improvement of sport and Playground facilities, Construction of girls hostel. Procurement and purchase of computers for the academic and administrative purposes. Strengthening various departmental libraries in terms of upgrading, adding latest books and journals, and also procuring different electronic copies of books and study material.
- Internet connection via WIFI to all the teaching departments. Arrangement of educational excursions for environment awareness. Involvement of students in slum development programs.
- Introducing greater innovations in teaching methodology.
- Widening the scope of institutional industry linkage.
- Conducting more guest lectures, Seminars and workshops.
- Cultivation of Scientific and Research aptitudes in students by organizing advanced research courses in science subjects.

#### 2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality Enhancement and the outcome achieved by the end of the year 2014:

| Plan of action         | Achievements   |
|------------------------|--|
| Remedial teaching      | Educationally weak students after being identified were subjected to Remedial Coaching/Extra Classes and very encouraging results were observed. |
| Comprehensive teaching | Use of ICT in teaching learning process, Smart classrooms  |
|                        |  |

|   |   |
|---|---|
| Advanced learners programme                           | Very bright students were enrolled under this scheme to work for the short term projects in the desired discipline under the supervision of the faculty member.   |
| Emphasis of short term additional certificate courses | Various Careers Oriented Courses run by various Departments of the College enrolled about 200 students for the Certificate, Diploma and Advanced Diploma Courses. The certificates were distributed to the students on the Completion of the Course.  |
| Research work   | Building for Central Instrumentation Facility was Constructed to cater the needs of the researchers and Students and promote interdisciplinary approach.<br>Procurement of the Reference books, Journals to augment the research material in the Central library.<br>Principal Investigators of Minor and Major Research Project were provided Space and facilities to carry on the projects. |
| To strengthen BG programmes                           | Guest Lectures were arranged for the students where in the Guest faculties from industry, Corporate office and Academic fields were invited<br>Up-gradation of already existing Science laboratories, Computer lab and Science Instrumentation Center in terms of gadgetries and support.   |
| Language laboratory                                   | Construction of language lab was initiated by inviting DPR from the firms.  |

*\* Attach the Academic Calendar of the year as Annexure.*

2.15 Whether the AQAR was placed in statutory body    Yes     No

Management     Syndicate     Any other body

Provide the details of the action taken



## Part – B

### Criterion – I

#### I. Curricular Aspects

##### 1.1 Details about Academic Programmes

| Level of the Programme | Number of existing Programmes | Number of programmes added during the year | Number of self-financing programmes | Number of value added / Career Oriented programmes |
|------------------------|-------------------------------|--|-------------------------------------|--|
| PhD                    | -                             | -  | -                                   | -  |
| PG                     | 01                            | Nil  | Nil                                 | nil  |
| UG                     | 06                            | Nil  | Nil                                 | -  |
| PG Diploma             | -                             | -  | -                                   | -  |
| Advanced Diploma       | -                             | -  | -                                   | -  |
| Diploma                | -                             | -  | -                                   | 3  |
| Certificate            | -                             | -  | -                                   | 6  |
| Open elective          |                               | -  | -                                   | -  |
| <b>Total</b>           | 07                            | -  | -                                   | 09   |
| Interdisciplinary      | 06                            | Nil  | -                                   | nil  |
| Innovative             | -                             |  | -                                   | -  |

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

Since the Parent affiliating University (University of Kashmir) has its own Boards of Studies for different courses, an institution has limited freedom to incorporate its own objectives in the curricula. However various teaching faculty from the institute being the members in various BOS Committees of the University contribute by suggesting valuable inputs while framing the syllabi. Irrespective of very less freedom for reforms in the examination system at the College level, the College maintains a high academic standard by Conducting Unit tests/ Sessional (internal and external).

##### (ii) Pattern of programmes:

| Pattern   | Number of programmes |
|-----------|----------------------|
| Semester  | 01 (PG)              |
| Trimester | Nil                  |
| Annual    | 06 (UG)              |

1.3 Feedback from stakeholders\* (On all aspects)

|                    |                                     |                          |                          |                                     |                                |                          |                                     |
|--------------------|-------------------------------------|--------------------------|--------------------------|-------------------------------------|--------------------------------|--------------------------|-------------------------------------|
| Alumni             | <input checked="" type="checkbox"/> | Parents                  | <input type="checkbox"/> | Employers                           | <input type="checkbox"/>       | Students                 | <input checked="" type="checkbox"/> |
| Mode of feedback : | Online                              | <input type="checkbox"/> | Manual                   | <input checked="" type="checkbox"/> | Co-operating schools (for PEI) | <input type="checkbox"/> | <input type="checkbox"/>            |

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

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

The regulation for the revision/update of the syllabi for the UG and PG is not available to the College. The University of Kashmir controls the paper setting, evaluation and the declaration of the result however some faculty members of our college being the members of Board of Studies in University contribute by framing the UG syllabus contribute to the syllabus framing for BG course.

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

Nil

## Criterion – II

### 2. Teaching, Learning and Evaluation

|                                    |       |                  |                      |            |        |
|------------------------------------|-------|------------------|----------------------|------------|--------|
| 2.1 Total No. of permanent faculty | Total | Asst. Professors | Associate Professors | Professors | Others |
|                                    | 68    | 65               | -                    | 01         | 3      |

2.2 No. of permanent faculty with Ph.D.

39

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

| Asst. Professors |    | Associate Professors |     | Professors |     | Others contractual |     | Total |    |
|------------------|----|----------------------|-----|------------|-----|--------------------|-----|-------|----|
| R                | V  | R                    | V   | R          | V   | R                  | V   | R     | V  |
| nil              | 11 | nil                  | nil | nil        | nil | 34                 | nil | 34    | 11 |

2.4 No. of Guest and Visiting faculty and Temporary faculty

|    |    |    |
|----|----|----|
| 11 | 13 | 34 |
|----|----|----|

2.5 Faculty participation in conferences and symposia:

| No. of Faculty   | International level | National level | State level |
|------------------|---------------------|----------------|-------------|
| Attended         | nil                 | 03             | 40          |
| Presented        | nil                 | nil            | 08          |
| Resource Persons | nil                 | 01             | 04          |

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

|   |
|---|
| <p>Use of ICT in teaching and learning process</p> <p>Use of Smart Classroom for Science students</p> <p>Presentation and interactive sessions of students, Guest Lectures, Soft skill training programs, Case Studies, Quizzes, Study Tours, Industry visits, Entrepreneur Skills Development, Group Discussions, Case Presentation, Skills Development Teachers are requested to apply the teaching and course plan in every subject.</p> |
|---|

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

140 days (less due to devastating floods )

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

NA

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

06

07

03

2.10 Average percentage of attendance of students

83%

2.11 Course/Programme wise distribution of pass percentage:

| Title of the | Total no. | Division    |     |      |       |        |
|--------------|-----------|-------------|-----|------|-------|--------|
|              |           | Distinction | I % | II % | III % | Pass % |
|              |           |             |     |      |       |        |

| Programme      | of students appeared | %    |       |       |       |       |
|----------------|----------------------|------|-------|-------|-------|-------|
| BSC final year | 184                  | 5.45 | 45.87 | 48.68 | -     | 72.82 |
| BCA            | 47                   | 8.56 | 72.99 | 18.45 | -     | 87.23 |
| BBA            | 63                   | 9.98 | 70.67 | 19.35 | -     | 84.12 |
| BCOM           | 481                  | 2.02 | 40.12 | 45.00 | 12.86 | 67.93 |
| BCOM (H)       | 43                   | 3.45 | 79.48 | 17.07 | -     | 93.03 |
| MBA            | 39                   | 6.45 | 93.54 | -     | -     | 79.4  |

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

|              |   |
|--------------|---|
| Contribution | <p>IQAC organizes seminar and lecture programmes to improve the teaching learning process.</p> <p>By suggesting the conduct of remedial programmes and advanced learners programme when and where required.</p>   |
| Monitor      | <p>There is an Monitoring Committee under the guidance of IQAC, which monitors and regulates the progress of the teaching and learning.</p> <p>Also monitors the conduct of Internal assessments, monitor all curricular and co-curricular activities organized by various committees</p> |
| Evaluation   | <p>IQAC evaluate the teaching and learning through feedback process. By conducting academic audit through interaction with Departments</p> <p>Reviews the self-appraisals submitted by teachers, give suggestions and recommendations.</p>  |

## 2.13 Initiatives undertaken towards faculty development 66

| <i>Faculty / Staff Development Programmes</i>      | <i>Number of faculty benefitted</i> |
|--|-------------------------------------|
| Refresher courses                                  | 08                                  |
| UGC – Faculty Improvement Programme                | nil                                 |
| HRD programmes                                     | Nil                                 |
| Orientation programmes                             | 07                                  |
| Faculty exchange programme                         | Nil                                 |
| Staff training conducted by the university/College | 36                                  |

|  |     |
|--|-----|
| Staff training conducted by other institutions | 03  |
| Summer / Winter schools, Workshops, etc.       | 12  |
| Others   | Nil |

#### 2.14 Details of Administrative and Technical staff

| Category             | Number of Permanent Employees | Number of Vacant Positions | Number of permanent positions filled during the Year | Number of positions filled temporarily |
|----------------------|-------------------------------|----------------------------|--|--|
| Administrative Staff | 33                            | 03                         | nil  | 19                                     |
| Technical Staff      | 43                            | 04                         | nil  | 49                                     |

## Criterion – III

### 3. Research, Consultancy and Extension

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

Under the guidance of IQAC, the Research cell has been constituted which has encouraged the teachers as well as students to involve in research activities. IQAC organizes programmes and distributes guidelines of various funding agencies like UGC, DBT, DST, and ICSSR to carry out the minor and major research projects.

IQAC encourages faculty members to registers for PhD and M.Phil. Degrees programmes and facilitates special leaves for Carrier advancement Courses, Research work, Conferences and Seminars.

IQAC organizes Staff meeting for in-house paper presentations, creating conducive environment and encouraging teachers to register for PhD program, motivate them to apply for minor/major research.

Final year Science students are given the project work of one months (under Advanced Lab techniques). Commerce and Management students also work on Projects for the partial fulfilment of their degrees

#### 3.2 Details regarding major projects

|                     | Completed | Ongoing   | Sanctioned | Submitted |
|---------------------|-----------|-----------|------------|-----------|
| Number              | nil       | 01        | nil        | nil       |
| Outlay in Rs. Lakhs | nil       | 5.80 lacs | -          | -         |

#### 3.3 Details regarding minor projects

|                     | Completed | Ongoing   | Sanctioned | Submitted |
|---------------------|-----------|-----------|------------|-----------|
| Number              |           | 01        | nil        | nil       |
| Outlay in Rs. Lakhs |           | 1.05 lacs | -          | -         |
|                     |           |           |            |           |
|                     |           |           |            |           |

#### 3.4 Details on research publications

|                          | International | National | Others |
|--------------------------|---------------|----------|--------|
| Peer Review Journals     | 7             | 8        | -      |
| Non-Peer Review Journals | 2             | 2        | 6      |
| e-Journals               | 3             | 1        | 4      |
| Conference proceedings   | nil           | -        | 02     |

3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

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

| Nature of the Project  | Duration Year | Name of the funding Agency | Total grant sanctioned | Received  |
|--|---------------|----------------------------|------------------------|-----------|
| Major projects   | 2 yrs         | UGC                        | 5.80 lacs              | 3.55 lacs |
| Minor Projects   | 2 yrs         | UGC                        | 3.60 lacs              | 1.95 lacs |
| Interdisciplinary Projects   | -             | -                          | -                      | -         |
| Industry sponsored   | -             | -                          | -                      | -         |
| Projects sponsored by the University/ College                                  | -             | -                          | -                      | -         |
| Students research projects<br><i>(other than compulsory by the University)</i> | -             | -                          | -                      | -         |
| Any other(Specify)   | -             | -                          | -                      | -         |
| Total  |               |                            | 9.40 lacs              | 5.50 lacs |

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

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

3.10 Revenue generated through consultancy

|  |                     |               |          |               |                |
|--|---------------------|---------------|----------|---------------|----------------|
| 3.11 No. of conferences organized by the Institution | Level               | International | National | State         | College        |
|  | Number              | Nil           | -        | 02            | 18             |
|  | Sponsoring agencies | Nil           |          | State/College | State/College. |

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

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs : nil

From Funding agency  From Management of University/College

Total

3.16 No. of patents received this year

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

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

| Total | International | National | State | University | Dist | College |
|-------|---------------|----------|-------|------------|------|---------|
| nil   | Nil           | -        | -     | -          | -    | -       |

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

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

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

JRF  SRF  Project Fellows  Any other



3.21 No. of students Participated in NSS events: 100

|                  |     |                     |     |
|------------------|-----|---------------------|-----|
| University level | 60  | State level         | 120 |
| National level   | nil | International level | nil |

3.22 No. of students participated in NCC events:

|                  |    |                     |    |
|------------------|----|---------------------|----|
| University level | 10 | State level         | 35 |
| National level   | 11 | International level | 02 |

3.23 No. of Awards won in NSS:

|                  |    |                     |     |
|------------------|----|---------------------|-----|
| University level | 01 | State level         | 03  |
| National level   | 01 | International level | nil |

3.24 No. of Awards won in NCC:

|                  |    |                     |     |
|------------------|----|---------------------|-----|
| University level | 02 | State level         | 02  |
| National level   | 01 | International level | nil |

3.25 No. of Extension activities organized

|                  |   |               |   |
|------------------|---|---------------|---|
| University forum | 5 | College forum | 8 |
| NCC              | 3 | NSS           | 8 |
|                  |   | Any other     | 7 |

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

|                    |   |
|--------------------|---|
| Extension activity | The extension activities are carried by NSS wing of the College. The NSS wing is headed by NSS officer programme officer with the enrolment of 100 students. The NSS has done a commendable job by organising various programmes and social work in the field of adult education and literacy, AIDS awareness, anti-smoking awareness programme, Drug abuse, Blood donation camp, Environmental awareness, Door to door campaign for literacy drive. The NSS has been able to establish collaboration with the number of NGO's. The NSS and |
|--------------------|---|

|                              |  |
|------------------------------|--|
|                              | eco-club has done commendable job in protecting ecology and environment of the campus.   |
| Institutional responsibility | Being centrally located College in the down town area of the old city the College feels its social responsibility and organises various programmes like Sanitation, Plantation drive, Dal de-weeding, Medical camps, blood donation camps, disaster and management, fire and emergency. social work in the field of adult education and literacy, AIDS awareness, anti-smoking awareness programme, Drug abuse, Blood donation camp, Environmental awareness, Door to door campaign for literacy drive |

## Criterion – IV

### 4. Infrastructure and Learning Resources

## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

| Facilities  | Existing   | Newly created    | Source of Fund | Total  |
|---|------------|------------------|----------------|--------|
| Campus area   | 120 kanals | nil              | nil            | Nil    |
| Class rooms   | 27         | Smart class room | nil            | -      |
| Laboratories  | 13         | nil              | nil            | -      |
| Seminar Halls   | 02         | nil              | nil            | -      |
| No. of important equipments purchased (≥ 1-0 lakh) during the current year. | 235        | 15               | State /UGC     | 260    |
| Value of the equipment purchased during the year (Rs. in Lakhs)             | 237.06     | 20.80 lacs       | State /UGC     | 257.86 |
|   |            | nil              | nil            |        |

#### 4.2 Computerization of administration and library

|                |  |
|----------------|--|
| Administration | In addition to the up-gradation of already existing computers new systems as per the latest configuration were procured. High speed Canon Xerox machines were procured for both Accounts and administration section of the College.  |
| Library        | <p>The College central Library is fully computerized using modern technology. The library is fully computerized using SOUL software developed by INFLIBNET Centre Ahmadabad, an IUC of UGC. The new volumes added during the year 2014-2015 have also been computerized</p> <p>First College library in Jammu and Kashmir state that have made library WEB-OPAC accessible.</p> <p>Library management software implemented and used.</p> <p>Subscribes to more than 6270 online journals and 93809 electronic books.</p> <p>Maintains more than 2 lakh information sources in various formats.</p> |

#### 4.3 Library services:

|                  | Existing |         | Newly added |       | Total |         |
|------------------|----------|---------|-------------|-------|-------|---------|
|                  | No.      | Value   | No.         | Value | No.   | Value   |
| Text Books       | 90,405   | 284 lac | 1080        | 9 lac | 91605 | 293 lac |
| Reference Books  | 9280     |         | 11          |       | 9380  |         |
| e-Books          | 74418    |         | -           |       | 83809 |         |
| Journals         | 12       |         | 04          |       | 13    |         |
| e-Journals       | 5637     |         | 462         |       | 5947  |         |
| Digital Database | -        |         | -           |       | -     |         |
| CD & Video       | 500      |         | 100         |       | 600   |         |
| Others (specify) | -        |         | -           |       | -     |         |

#### 4.4 Technology up gradation (overall)

|          | Total Computers | Computer Labs | Internet | Servers | Office | Departments | Others |
|----------|-----------------|---------------|----------|---------|--------|-------------|--------|
| Existing | 300             | 05            | 2 mbps   | 05      | 03     | 14          | 02     |
| Added    | 25              | nil           | 1Mbps    | 01      | 01     | nil         | nil    |
| Total    | 325             | 05            | 3 Mbps   | 06      | 04     | 14          | 02     |

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

Various workshops for the faculty members to enhance knowledge on technology up gradation. Special programme for the internet related training was conducted for the students and staff of the college by the Computer Application Department.

Every department has been provided with computers, Laptops, LED TV, teaching aids, LCD projectors for the better and effective teaching and learning.

Students are encouraged to make use of computers/Laptops for Power Point Presentations of their seminars and projects.

Workshop on Android platform devices for the teachers and students organized by Department of Computer application in collaboration with electronics department.

Tally training, IT workshops organized for the Staff and Students of The College.

Cyber security workshop in association with the department of Computer Applications all the students and BCA and BBA got benefitted.

Workshop on Animation for Careers in Animation Industry for Commerce Students organized by the department of Computer Applications.

The department of Computer Applications has arranged a series of short term training programs for teachers and students to acquaint them about the recent trends in the field of computer and internet.

A series of internet awareness programs have been organized by the department of Computer Applications so as to make students and faculty members aware about the browsing of different online study materials, research journals and other academic tools.

The department of Computer Applications has been running a browsing Centre for the students of BBA and BCA in particular with the download speed of 2Mbps.

4.6 Amount spent on maintenance in lakhs :

|  |         |
|--|---------|
| i) ICT                                   | nil     |
| ii) Campus Infrastructure and facilities | 08 lacs |
| iii) Equipments                          | nil     |
| iv) Others                               |         |

Total :

8 lacs

## Criterion – V

### 5. Student Support and Progression

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

Scholarship, Reservation, Fees Installments, Skill development program, College Magazine, Remedial Classes, Industrial Visits and Advanced Learner Courses.

Circulars sent to classrooms/displayed on notice board and regular updates on College website

IQAC helped the Student Service Centre to establish Reception counter for providing information to visitors and students. Xerox facility is also provided to the Students in the Central Library of the College.

Financial assistance extended to ST/SC/OBC and economically weaker students and personal counseling given by Counselors and Teachers minimize the dropout rate in the college.

Add-on courses for development of soft skills development offered

Mock Interviews conducted at the departmental level for MBA students

The institution publishes its updated prospectus annually. The information content is disseminated to students at the beginning of every academic year.

IQAC organizes and delivers lectures from time to time to make the students aware of the changing global scenario. Students are given support service in seeking jobs opportunities not only locally but also globally through placement Cell. IQAC also works in collaboration with various committees of the College to foster skills, competencies and value among students. These qualities are imparted to students through various courses and activities.

IQAC motivates teachers to maintain Academic Diary day wise. It helps ensuring quality of teaching and accountability with timely course coverage.

IQAC acts as the better internal communication between student and their department by having the regular meeting with the class representatives.

|   |
|---|
| Encouraging eco-consciousness among students        |
| Regulates the working of Grievances redressal Cell. |

### 5.2 Efforts made by the institution for tracking the progression

|                 |   |
|-----------------|---|
| Within College  | <p>Evaluation of the pass percentage and drop out rate of the students in every stream. The percentage of ist division holders and distinction holders is as one of the indicators of tracking progression.</p> <p>Monthly meetings/monitoring with students</p> <p>Faculty involvement through counseling system.</p> <p>Regular feedback from students</p> <p>Soft skill Add-on courses help students get employment opportunities.</p> <p>Information relating to their class test, Sessional examination, group discussion, semester examination results etc.</p> <p>The institution seeks report from the departments about the progression of classes on monthly basis.</p> <p>Counseling classes for students held regularly to understand their progress.</p> |
| Outside College | <p>Office records such as transfer certificates, migration certificates, and number of students placed through campus placements</p> <p>Result evaluation, Placements, progression to higher education and research, Research paper writing by Students</p> <p>The Placement Cell conducts training programmes for students and arranges job fair in collaboration with employers.</p>  |

5.3 (a) Total Number of students

| UG   | PG  | Ph. D. | Others |
|------|-----|--------|--------|
| 2661 | 120 | nil    | nil    |

(b) No. of students outside the state

|     |
|-----|
| nil |
|-----|

(c) No. of international students

nil

|     |      |       |       |     |       |
|-----|------|-------|-------|-----|-------|
| Men | No   | %     | Women | No  | %     |
|     | 2401 | 86.33 |       | 380 | 13.67 |

|         | Last Year |    |    |     |                       | This Year |         |    |    |     |                       |       |
|---------|-----------|----|----|-----|-----------------------|-----------|---------|----|----|-----|-----------------------|-------|
|         | General   | SC | ST | OBC | Physically Challenged | Total     | General | SC | ST | OBC | Physically Challenged | Total |
| UG 3151 | 26        | 28 | 86 |     |                       | 3291      | 2619    | 22 | 44 | 96  |                       | 2781  |
| PG 86   | 2         | 1  | 1  | 01  |                       | 90        | 109     | 5  | 4  | 2   |                       | 120   |

| Course   | Demand ratio | Dropout % |
|----------|--------------|-----------|
| MBA      | 1:6          | 5         |
| BBA      | 1:8          | -         |
| BCA      | 1:6          | -         |
| BSc      | 1:1          | 2         |
| BCom     | 1:1          | 6         |
| BCom (H) | 1:4          | -         |

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

The Training and placement cell is providing coaching to various competitive exams such as Banks PO, KAS, UPSC and other examinations.

The Placement Cell is continuing its activities to guide the students towards meaningful jobs as the logical corollary to their educational pursuits. It is very gratifying to record that many students get employment after the completion of their studies on their own efforts. Efforts to propagate the idea of the need for training oneself for employment, honing one's skills and acquiring additional skills, especially communication skills, are the key activities of the Career Guidance and Placement Cell.

Subject specialization, seminar, aptitude, soft skills, class mentors, placement counselor, care club, parents meet.

No. of students beneficiaries

100

#### 5.5 No. of students qualified in these examinations

|             |    |           |   |      |     |      |     |
|-------------|----|-----------|---|------|-----|------|-----|
| NET         | 3  | SET/SLET  | 2 | GATE | nil | CAT  | nil |
| IAS/IPS etc | 01 | State PSC | 2 | UPSC | nil | CMAT | all |

#### 5.6 Details of student counselling and career guidance

Coaching classes for competitive and PG entrance examination for outgoing College students by various departments

Efforts to propagate the idea of the need for training oneself for employment, honing one's skills and acquiring additional skills, especially communication skills, are the key activities of the Career Guidance and Placement Cell.

No. of students benefitted

110

#### 5.7 Details of campus placement

| <i>On campus</i>                |                                 |                           | <i>Off Campus</i>         |
|---------------------------------|---------------------------------|---------------------------|---------------------------|
| Number of Organizations Visited | Number of Students Participated | Number of Students Placed | Number of Students Placed |
| 10                              | 1000                            | 15                        | 08                        |

#### 5.8 Details of gender sensitization programmes

Routine functioning of Woman grievance cell to look into the matters regarding the girl students and the female staff of the College

Various programmes regarding Women education and various activities by the NSS wing of the College to induct more and more girl students in various activities.

Health checkup camp in nearby locality and in the College campus .



## 5.9 Students Activities

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

State/ University level  National level  International level

No. of students participated in cultural events 98

State/ University level  National level  International level

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

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

## 5.10 Scholarships and Financial Support

|  | Number of students | Amount    |
|--|--------------------|-----------|
| Financial support from institution (MBS Scholarship)                 | 297                | 3.82 lacs |
| Financial support from government                                    |                    |           |
| a) National merit Scholarship  | Nil                | Nil       |
| b) Post matric Scholarship   | 28                 | 1.1 lacs  |
| c) Educational tour tour (UG)  | 22                 | 2.25 lacs |
| d) Industrial tour (PG)  | 25                 | 1.49 lacs |
| e) Industrial tour (BBA)   | 22                 | 1.84 lac  |
| Financial support from other sources                                 | Nil                | nil       |
| Educational tour for students (UGC)                                  |                    |           |
| Number of students who received International/ National recognitions | Nil                | nil       |

## 5.11 Student organised / initiatives

Fairs : State/ University level                      National level                      International level  
 Exhibition: State/ University level  National level  International level   
 5.12 No. of social initiatives undertaken by the students   
 5.13 Major grievances of students (if any) redressed: \_\_\_\_\_nil\_\_\_\_\_

**Criterion – VI**

**6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

|         |   |
|---------|---|
| VISION  | The Islamia College of Science and commerce aims to emerge as a great seat of higher learning and Centre of excellence in the field of education by inculcating and promoting the values of humanity, cosmopolitan outlook and the spirit of tolerance, modern scientific outlook and the brotherhood among the aspirants. The College also aspires to emerge as a university of national and international repute. |
| MISSION | <p>The mission of our College is to realise our \vision to the fullest. We provide equal opportunity to the aspirants without prejudice to religion, region, caste, colour, Gender, Ethnicity.</p> <p>To be relevant we keep on upgrading human and infra structural resources. Identify and introduce the emerging courses in the field of Science and technology and management studies</p>                       |

6.2 Does the Institution has a management Information System =

The Management Information System is functional in the form of Accounting, Fees management, Library Management System, Students attendance recording, Sessional examination results, admission management.

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

### 6.3.1 Curriculum Development

Since the Parent University (University of Kashmir) functions as the examining and evaluating agency an institution has limited freedom to incorporate its own objectives in the curricula, examination and evaluation. However some faculty members of our institution being the members of Board of Studies in University contribute by providing valuable suggestions.

### 6.3.2 Teaching and Learning

The College provides best possible Class rooms, Laboratories, Computer labs and other related teaching facilities including the highly dedicated, trained and qualified faculty. The high standards in teaching and learning are ensured by the correction measures based upon the feedback received from various stake holders

The College follows both Conventional and discrete mode of teaching and learning with special impetus on ICT learning, Film and video presentations, online and offline educational broadcasts programmes, practical work, directed study of texts, study of open learning materials, Group learning and discussions, seminars, group tutorials, remedial and tutorials for weaker students..

### 6.3.3 Examination and Evaluation

All components in any programme of study are evaluated continuously through internal evaluation and an external evaluation.

Internal evaluation is done throughout year in the form of mid examinations and assignments. External evaluation is done at the end of year in the form of end examination.

Examiners for External Practical are always selected from outside the college.

Since the Parent University (University of Kashmir) functions as the examining and evaluating agency an institution has limited freedom to incorporate its own objectives in the curricula, examination and evaluation. Irrespective of very less freedom for reforms in the examination system at the college level, the college maintains a high academic standard in conducting Unit tests, internal and external practical exams

#### 6.3.4 Research and Development

Research and Development cell is an integral part of the activities of our college. The College has well developed research committee that monitors and facilitates the research activity. This cell is one of the wings of the Institute which facilitates, channelizes, records, and regulates all the academic, sponsored, collaborative research projects and consultancy works in the Institute.

The objective of the Research Cell varies from the advancement of theoretical knowledge to development of new technology to solve practical problems. The research conducted till now has covered areas such as theoretical and applied aspects of core science (Physics, Botany, Zoology, Chemistry, Electronics and mathematics),

During this academic year 09 research papers were published in National and International Journals. 11 papers were presented in National Seminars and Conferences. One Major project and two Minor research projects ongoing in the Department of Management Studies and Chemistry.

A few of the ongoing projects are: **“Biodiversity of Aquatic angiosperms in Kashmir Himalayan lakes and the impact of Anthropogenic activities on their distribution sponsored by Ministry of Environment and Forest, Govt. Of India, New Delhi”** under Dr. Abdul Majeed Kak, Retired. Professor, Department of Botany, ICSC, Srinagar.

One UGC Sponsored Major Research Project titled **“Quality of work life in Higher Education: A case study of Selected Colleges of Jammu and Kashmir”** sanctioned to Dr Mehrajudin Shad of the Department of Management Studies to the tune of 5.80 Lac.

Two Minor Research projects titled **“Synthesis Characterization Magnetic and Conductive study of some Axially binucleate Macrocyclic Ligand Complexes” and Design and the Synthesis of some novel metal complexes as Drugs and potential therapeutic Agents** sanctioned to Dr Mir Bilal Parvaiz and Dr Aijaz Ahmad Tak, Department of Chemistry to the tune of 1.60 lac and 2.00 lac.

Ten teachers have participated in Orientation Programmes and Refresher Courses.

One more teachers have applied for the guideship to the University of Kashmir and the number of research guides has risen to four

The research projects have also acted as the training ground for the young postgraduates of our college Notifications have been issued to the teachers and students about the research funding of various funding agencies.

Staff Meetings helps in creating conducive environment, motivation to apply for

minor/major research projects, attend and present papers at international/national conferences and, providing technology and training to take up research work.

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

|         |   |
|---------|---|
| Library | <p>The College Central Library is fully using modern technology. The library is fully computerized using INFLIBNET's SOUL software developed by INFLIBNET Centre Ahmadabad, an IUC of UGC. The new volumes added during the year 2014-2015 have also been computerized.</p> <p>Soul Software system, LAN, Broad Band and Computer Lab has been installed. Open access system in Library and book bank facility.</p> <p>Text books : 91605, reference books: 9380, e-book: 83809, Journals: ,facilities, CDs, Newspapers</p> <p>Library Committee suggested a list of books based on interaction with the students and faculty members. The library committee then selects the books annually from international book fair, new Delhi.</p>   |
| ICT     | <p>The College administration is partially computerized. The College plans to computerize the admission process in future. The results and the certificates are prepared and done by the parent University</p> <p>LCD projectors , HP, Dell Desktops, laptops ,HP printers, Internet switches, Dot matrix printers 20 KVS UPS,10 KVA ups , Power Generator (25 KVA) , application software and systems software's</p> <p>State of art Language laboratory with audio video facilities like speaking, listening, hearing and recording arrangement for English language in order to develop Communication Skill.</p> <p>Smart classroom equipped with AV aids, video conferencing, online classes, internet facility, interactive response system, surround sound system, Smart podium with touch screen facilities</p> <p>ICT Infrastructure, LCD projectors , HP, Dell Desktops, laptops ,HP printers, Internet switches, Dot matrix printers 20 KVS UPS,10 KVA ups , Power Generator (25 KVA) , application software and systems software's</p> |

|                         |   |   |
|-------------------------|---|---|
| Physical infrastructure | <p>The College has the master plan indicating the existing buildings and the future expansion plan. The campus area of the college spans 120 kanals. The existing infrastructure is excellent. Every department has on average two to three well-furnished laboratories, three to four spacious class rooms, well maintained separate teaching and non-teaching Staff rooms.</p> <p>The Chemistry and computer departments have three good laboratories and three lecture theaters each with big spacious staff room The physics department is well established The college has spacious seminar Halls equipped with internet and projector with seating capacity of 100 members, Faculty rooms, chambers, Meeting rooms, Office , Class rooms ,Tutorial rooms ,smart classrooms, Boys common rooms, Girls common rooms , Systems Laboratory equipped with 860 systems, communication Laboratory equipped with 70 systems, Research Laboratory ,Library, Internet and wifi facility in the entire building.</p> |   |
|                         | Area  | 120 kannals   |
|                         | Buildings   | Main campus building, Library Building, Management building ,Physical Education Building ,New Science block ,Old West building, Instrumentation block ,Ethano botany block, Admission Building ,Canteen Building ,Central library building, Physical education building ,Boys hostel Building, Girls Hostel Building, Workshop block, Auditorium block (under construction), lavatory blocks, 03 lawns , 01 Girls common room, 01Boys hostel, 01 girls hostel |
|                         | Teaching  | 27 Lecture theatres , 13 Science laboratories, 05 Computer Labs, 01 Botanical garden , 03 museums, 01 Rock garden, 01 Lily pond, 01 Instrumentation centre,01 Electronic mini workshop,01 Central library,08Departmental libraries,13 Staff rooms, 02 Meeting Hall, 01Smart class, 01 language lab, Audio visual labs, Reprography rooms,   |
|                         | Sports  | 01 Main Play Ground, 01 indoor playing hall,01 Gymnasium,01 basket ball Court   |
|                         | others  | 01 Dispensary, 04 Generators, 03 tube wells, 01 Gas bank, 01Water storage tanks, 01 Garages,  |

|                 |   |                                     |
|-----------------|---|-------------------------------------|
|                 | Vehicles  | 02 Buses, 01 Van, 01 Ambassador Car |
| Instrumentation | The College established Instrumentation centre by constructing the instrumentation block adjacent to the chemistry department. The instrumentation though in the infancy stage is equipped with high end gadgetries like infrared spectrophotometer JASCO, Gas chromatograph-Shimadzu , UV- Visible Spectrophotometry - Shimadzu, Digital Melting point Apparatus, Magnetic Susceptibility Balance, Refrigerated water bath etc. The primary object of this centre is to cater the needs of research scholars and the students. |                                     |
| Sports          | The College has separate and well developed sports Block that houses good sports facilities like Gymnasium, indoor hall with state of art infrastructure for indoor games like body building, power lifting, table tence, Snooker and Billiards etc.<br><br>Well-developed sports field for outdoor games like Cricket, Football, Hockey and others, also forms the important gradient of the sports department.  |                                     |

### 6.3.6 Human Resource Management

|  |
|--|
| <p>Various types of leaves for the staff, timely increments, evaluations through annual progress reports, study leave for perusing research degrees. Career Orientation, Placement Cell, Personality development, skill oriented programmes, workshops, seminars, campus interviews, off campus interviews.</p> <p>Well established Committees for the recruitment of the staff, both teaching and non teaching in accordance with the recruitment rules laid down by the State Government and University Grants Commission.</p> <p>The College Admission Committee (CAD) supervises the entire admission process. Admission to various Degree Courses is made strictly in accordance to the procedure laid down by the University of Kashmir.</p> <p>The intake capacity and cutoff point for different Courses are guided by the directions issued by the State Higher Education Department.</p> |
|--|

### 6.3.7 Faculty and Staff recruitment

|                       |   |
|-----------------------|---|
| Faculty<br>(Gazetted) | <ul style="list-style-type: none"><li>• For Managing the affairs of the College, Government of Jammu and Kashmir Constitutes a Governing Board after every three years and this Board is invariably headed by His/ Her Excellency Chief Minister of the State or Governor in case of emergency. Among other distinguished members in the Board, include Chief Secretary of the State Government; Vice-Chancellor of University of Kashmir; Commissioner Secretary, J &amp; K Government; Planning, Commissioner Secretary, J &amp; K Government; Higher Education Commissioner Secretary, J &amp; K Government; Finance, Commissioner, J &amp; K Government; Secretary Law of the Jammu and Kashmir Government.</li><li>• The services of the employees are governed by Jammu and Kashmir, Civil Service Rules prescribed by the State Government for its employees. The employees draw their salaries as per the UGC pay scales and are provided housing and car loan facilities, medical re-imburement, state insurance etc.</li><li>• The Faculty and Staff Recruitment follows all the procedures as laid down from time-to-time by the Jammu and Kashmir Government, UGC guidelines. This academic year there were no new recruitments, however the Higher education department of the State through its nodal Principal selects the contractual faculty on the yearly basis as per the requisition of the College.</li><li>• The appointment of teaching positions ,Physical instructor, Chief librarian or any other equivalent post in terms of the pay scale is made in accordance with the Jammu and Kashmir state rules and the rules in vogue in the state Higher education Department; except for the powers to make such appointments, which is vested in the board and which is exercised by the Chairman of the board till the time the meeting of the board is convened.</li><li>• In order to make the selection of the candidates for the post of assistant professors or equivalent as and when necessary a selection committee is constituted by the board</li><li>• The selection committee comprises of:-<ol style="list-style-type: none"><li>1. Commissioner / Secretary Higher Education department, JK Govt</li><li>2. One member of Public service Commission</li></ol></li></ul> |
|-----------------------|---|



|                             |   |
|-----------------------------|---|
|                             | <ol style="list-style-type: none"> <li>3. One member nominated by Chairman of Governing Board.</li> <li>4. One subject expert in the relevant field</li> <li>5. Principal of Islamia college of Science and Commerce</li> <li>6. Head of the department of the related discipline of the host College</li> </ol> <ul style="list-style-type: none"> <li>• The selection committee makes specific recommendation to the Governing Board of the College regarding the appointment of the eligible candidates to the post of assistant professor or equivalent after conducting interview and evaluating the merit and performance in the viva voce in accordance with the rules of the higher education department and University Grants Commission.</li> </ul> |
| Non-Teaching (Non-gazetted) | <ul style="list-style-type: none"> <li>• For the non-teaching post (non-gazetted) the selection committee comprises of: <ol style="list-style-type: none"> <li>1. Director Colleges, Higher Education department, J and K Government.</li> <li>2. Principal of the College</li> <li>3. Nominee of the Chairman, Governing board of the College</li> <li>4. Senior most faculty members of the College of the desired stream.</li> </ol> </li> </ul>   |
| Class IV employee           | <ul style="list-style-type: none"> <li>• For class IV employees the authority to appoint lies with the Principal of the College, but the selection of the candidates is subject to the approval from executive committee</li> <li>• The eligibility criteria for appointment to the said post are same as fixed for such posts by the State government</li> <li>• Promotion of non-teaching employees to the next pay-scale is affected through screening committee</li> <li>• The Screening Committee has the same power as departmental promotion committees.</li> <li>• The Screening Committee consists of Principal of the College, nominee of the education department, two senior members of the teaching staff .</li> </ul>                           |

### 6.3.8 Industry Interaction / Collaboration

Active Placement Cell ensures industry- institute interaction, industry experts are invited as speakers in various workshops, seminars. Campus placement activities are coordinated with different industries, corporate office, etc.

Industrial visits are organized for the students.

Guest Lectures by experts from Industry and Corporate Sectors are arranged.

Regular visits to and inviting resource persons from relevant organizations were organized,

A panel discussion was organized at the alumni meet, where illustrious alumni shared significant opinions and reflections on the education system as panellists. Feedback was also collected from the alumni.

### 6.3.9 Admission of Students

The College Admission Committee (CAD) supervises the entire admission process.

Admission to various Degree Courses is made strictly in accordance to the procedure laid down by the University of Kashmir.

The intake capacity and cutoff point for different Courses are guided by the directions issued by the State Higher Education Department.

The Admission is open for all the sections of society.

The Admission to various Courses commences and ends as per the existing time schedule

The students collect Admission forms during the office hours of the college from the dates mentioned in the admission notification issued by the college to this effect.

The selection of students to different courses is done as under:

**General Courses:**

B.Com; B.Sc (Medical and non-medical). B.Com (Honors) The selection of students is made on the basis of marks obtained at 10+2 level subject to the maximum intake capacity and the cutoff point fixed by the higher education department.

**Professional Courses:**

B.B.A / B,CA/MBA The selection of students for the professional courses is made through a common entrance tests conducted by the University of Kashmir. The eligibility percentage of marks for the two courses is as under:

| Course | Open merit | Reserved category<br>Under SRO-126 |
|--------|------------|------------------------------------|
| BBA    | 50%        | 45%                                |
| BCA    | 45%        | 40%                                |

#### 6.4 Welfare schemes for

Various Government Schemes like Medical Reimbursement as provided by government from time to time is provided to the staff of the College in accordance with the CSR. Maternity leave is sanctioned as per government rules. Fully paid leave is given to the staff members perusing higher education under various schemes or suffering from long term illness .Med claim Policy for Staff.

Teaching and non-teaching staff are being sent for various workshops and trainings and the expenses are borne by institute.

Institute has well functional EPBX system to cater the interconnectivity of all departments and sections of the College.

A Teaching and non- teaching staff tour is sponsored by the Management every year.

The committee prepares the list of staff that has some special achievements in curricular, co-curricular and extra-curricular field and felicitation of these staff is done by principal in general Staff meeting.

Fee concessions, instalments and reservation for the wards of the Staff.

The Loan facility (Personal Loans) is also available for the Staff of the College.

6.5 Total corpus fund generated

96.09 lacs

6.6 Whether annual financial audit has been done

Yes

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

| Audit Type     | External |               | Internal                     |   |
|----------------|----------|---------------|------------------------------|---|
|                | Yes/No   | Agency        | Yes/No                       | Authority                                     |
| Academic       | no       | -             | no                           |   |
| Administrative | Yes      | Govt agencies | Yes<br>Stock<br>Verification | Stock<br>Verification<br>Committee<br>College |

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

For UG Programmes    Yes  -    No  -

For PG Programmes    Yes  -    No  -

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

NA

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

NA

6.11 Activities and support from the Alumni Association

The College has a strong Alumni association which helps in the overall development of the college. The alumni arranged and organized a series of extension lectures particularly in the fields of Medicine, Banking, Industry, Commerce and Sciences etc. The meritorious students of the College were awarded by the alumni during the current year in the Alumni meet

6.12 Activities and support from the Parent – Teacher Association

An alumni meet was organized wherein the alumni shared their inputs on the significance of the alumni meet. A panel discussion was conducted in which

prominent alumni were the panellists. They shared their inputs regarding various aspects of education.

The parents/guardians/spouse of the student teachers participated actively in the Parent teacher Interact organized annually in the institute. Constructive and meaningful opinions and suggestions were provided by them to enhance the functioning of the institute

#### 6.13 Development programmes for support staff

Non-teaching staff meetings were held to hear their grievances and views regarding the administrative functions of the institute.

Staff members voluntarily contribute funds to help any colleague in medical emergency.

The college deutes its non-teaching staff on turn wise basis to various institutes for advanced training in different courses of interest.

A computer application training course has been designed by the college for training to the non-teaching staff. One member from every department is turn wise deputed annually for the course.

The department of Computer Applications arranged a series of short term training programs for support staff to acquaint them about the recent trends in the field of computer and internet

A series of internet awareness programs have been organized by the department of Computer Applications so as to make students and staff members aware about the browsing of different online study materials, research journals and other academic tools.

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

The college has well functional landscape committee under the aegis of the department of botany that takes the care of the landscape and beautification of the College Campus.

Landscape garden and Sapling distribution, Plantation drive in and around

college campus in celebration of World Arbour day.

Proper waste segregation,-Waste Management, Hazardous waste management in collaboration with the Srinagar Municipal Corporation,

## Criterion – VII

### 7. Innovations and Best Practices

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

Final year science students are given the project work of three months (under career advancement program). Here various departments of natural science faculty work in collaboration for the completion of the projects as the nature of the projects is generally interdisciplinary.

Department of Mathematics provides its faculty to departments of Chemistry and Botany to teach the mathematical portion of their syllabus.

The Department of Mathematics organises a bridge course for those students of BBA and BCA who are weak in mathematics or with a non-mathematical background.

The department of computer applications organises various computer related programmes for B Sc. And B Com. Students that comes under the purview of their curriculum.

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

|                  | Proposed activity   | Action taken   |
|------------------|---|--|
| a) Teaching (UG) | Up gradation of infrastructure for UG teaching and learning | <ul style="list-style-type: none"><li>• Hi-tech Smart Class room</li><li>• All Science and Computer Laboratories upgraded in term of consumables and non-consumables.</li><li>• Establishment Language laboratory</li><li>• Science Instrumentation Center upgraded in by procuring magnetic Susceptibility balance.</li></ul> |
| b) Teaching      | Improvement of  | <ul style="list-style-type: none"><li>• Smart Classroom further upgraded</li></ul>   |

| (PG)             | existing facility for PG teaching  | <ul style="list-style-type: none"> <li>• Computer lab facility enhanced</li> <li>• Networking and internet facility</li> </ul>   |  |     |       |            |      |        |                 |    |         |  |          |    |            |     |                  |   |   |            |     |   |                  |   |   |
|------------------|--|--|--|-----|-------|------------|------|--------|-----------------|----|---------|--|----------|----|------------|-----|------------------|---|---|------------|-----|---|------------------|---|---|
| Research         | To improve the reference materials for research scholars and faculty   | <ul style="list-style-type: none"> <li>• Procurement of Magnetic Susceptibility balance to augment the Science Instrumentation Center</li> <li>• Handbook of IR spectra procured</li> <li>• Subscription of reputed journals and e- journals</li> </ul>  |  |     |       |            |      |        |                 |    |         |  |          |    |            |     |                  |   |   |            |     |   |                  |   |   |
| d) Extension     | To Organize programs in Health awareness, Environmental Awareness And developing Social responsibilities in students | <ul style="list-style-type: none"> <li>• Awareness for Pulse Polio Immunization Antidrug and Tobacco Cessation Campaign</li> <li>• Blood Donation Camp</li> <li>• Save Water Campaign</li> <li>• Community and Social Service Camps</li> <li>• Blood donation camps.</li> <li>• Tree plantation programmes.</li> <li>• HIV/ Swine flu awareness camps.</li> <li>• Anti-smoking campaigns.</li> <li>• Sewage control programs of Dal, Nigeen and Wular Lakes etc.</li> <li>• Diabetes Awareness Programmes.</li> </ul>  |  |     |       |            |      |        |                 |    |         |  |          |    |            |     |                  |   |   |            |     |   |                  |   |   |
| Sports           | Upgrading sports facility New equipments and accessories for all types of sports purchased                           | <ul style="list-style-type: none"> <li>• State of art equipments for Gymnasium procured</li> <li>• Advanced TT tables procured</li> <li>• Billiards table</li> <li>• Physical fitness equipments</li> </ul>  |  |     |       |            |      |        |                 |    |         |  |          |    |            |     |                  |   |   |            |     |   |                  |   |   |
| Library          | Upgradation in the library facilities  | <ul style="list-style-type: none"> <li>• Automation of Library services using INFLIBNET's SOUL software for additional books</li> <li>• The new volumes added during the year 2014-2015 have also been computerized.</li> </ul> <table border="1" data-bbox="837 1534 1444 1960"> <thead> <tr> <th></th> <th>No.</th> <th>Value</th> </tr> </thead> <tbody> <tr> <td>Text Books</td> <td>1080</td> <td rowspan="5">9 lacs</td> </tr> <tr> <td>Reference Books</td> <td>11</td> </tr> <tr> <td>e-Books</td> <td></td> </tr> <tr> <td>Journals</td> <td>04</td> </tr> <tr> <td>e-Journals</td> <td>462</td> </tr> <tr> <td>Digital Database</td> <td>-</td> <td>-</td> </tr> <tr> <td>CD &amp; Video</td> <td>100</td> <td>-</td> </tr> <tr> <td>Others (specify)</td> <td>-</td> <td>-</td> </tr> </tbody> </table> |  | No. | Value | Text Books | 1080 | 9 lacs | Reference Books | 11 | e-Books |  | Journals | 04 | e-Journals | 462 | Digital Database | - | - | CD & Video | 100 | - | Others (specify) | - | - |
|                  | No.  | Value  |  |     |       |            |      |        |                 |    |         |  |          |    |            |     |                  |   |   |            |     |   |                  |   |   |
| Text Books       | 1080   | 9 lacs   |  |     |       |            |      |        |                 |    |         |  |          |    |            |     |                  |   |   |            |     |   |                  |   |   |
| Reference Books  | 11   |  |  |     |       |            |      |        |                 |    |         |  |          |    |            |     |                  |   |   |            |     |   |                  |   |   |
| e-Books          |  |  |  |     |       |            |      |        |                 |    |         |  |          |    |            |     |                  |   |   |            |     |   |                  |   |   |
| Journals         | 04   |  |  |     |       |            |      |        |                 |    |         |  |          |    |            |     |                  |   |   |            |     |   |                  |   |   |
| e-Journals       | 462  |  |  |     |       |            |      |        |                 |    |         |  |          |    |            |     |                  |   |   |            |     |   |                  |   |   |
| Digital Database | -  | -  |  |     |       |            |      |        |                 |    |         |  |          |    |            |     |                  |   |   |            |     |   |                  |   |   |
| CD & Video       | 100  | -  |  |     |       |            |      |        |                 |    |         |  |          |    |            |     |                  |   |   |            |     |   |                  |   |   |
| Others (specify) | -  | -  |  |     |       |            |      |        |                 |    |         |  |          |    |            |     |                  |   |   |            |     |   |                  |   |   |
| Students support | Girls  | <ul style="list-style-type: none"> <li>• Construction of Common room for Girl students and teachers completed</li> </ul>   |  |     |       |            |      |        |                 |    |         |  |          |    |            |     |                  |   |   |            |     |   |                  |   |   |

|     |                   |  |
|-----|-------------------|--|
|     |                   | <ul style="list-style-type: none"> <li>• Construction of Girls Hostel completed.</li> <li>• Establishment of Language lab initiated out of CPE funding.</li> </ul> |
| ICT | Website launching | <ul style="list-style-type: none"> <li>• Islamia College Website (www.islamiacollege.edu.in) made further user friendly.</li> </ul>                                |

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

Advanced project training is given to the meritorious students of the Final year as a result of which they acquire research aptitudes and thus excel in their advanced learning courses.

Instrumentation Centre Upgraded by procurement of Magnetic Susceptibility Balance, Sherwood, England.

Toilet Block for Girl Students Completed.

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

7.4 Contribution to environmental awareness / protection

Various Awareness programmes among the students and teachers towards the conservation of biodiversity, especially for the Himalayan belts in collaboration with the eco-club of the College

Encouragement to the entrepreneurs and students to establish herbal gardens as there is potential for generation of employment in the sector.

Tree Talk event held in the Botanical garden of the College. The students interacted actively with the experts and discussed the role plants play in the biosphere and maintenance of ecological balance.

Conduction of Various Interactive programme on conservation of Wild Life and Celebrating world Environment week. The College organized an interactive programme on conservation of Wild life in collaboration with Wild life department.

7.5 Whether environmental audit was conducted?

Yes

No



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

|                  |  |
|------------------|--|
| Strength         | <p>Vibrant Work Culture,<br/> Dedicated and highly qualified Faculty and Family Culture;<br/> Introduction of several need-based courses.<br/> NAAC Accreditation with B Grade with institutional score of 84%<br/> College with Potential for Excellence by UGC<br/> Autonomous Status Conferred by UGC<br/> Excellent Results<br/> Active Internal Quality Assurance Cell<br/> Promoting Research Culture<br/> Research in Botany, Chemistry and Physics<br/> NCC and other Extension activities<br/> Support from UGC</p> |
| Areas of concern | <p>Strengthen National and International Linkages for faculty and student exchange<br/> Web based Campus management system<br/> Accommodation constraint due to introduction of new courses.<br/> Strengthen support to differently abled students.<br/> Proficiency in Spoken English and Computer Literacy to all students.</p>  |
| Opportunities    | <p>Strengthening teaching – learning process.<br/> Transforming students to highly motivated and skilled human resource<br/> To strengthen the spirit of academic Autonomy in the College for the development.<br/> To be deemed to be university.</p>   |
| Threat           | <p>Global Competition<br/> Privatization of Higher Education</p>   |

|  |   |
|--|---|
|  | <p>Erosion of ethical and moral values.</p> <p>Single paper scheme.</p> |
|--|---|

### **8. Plans of institution for next year**

The future plans of the college are briefly described as under:

In spite of the College having institutional tie-ups with various national and international companies such as Microsoft, Oracle, HDFC Bank, J&K Bank for campus recruitments, improvement and up-gradation in the career counselling cell for the students and arranging placements for them in different organizations will be the future course of action in this regard.

Introducing new undergraduate and postgraduate courses in the very near future for which various visits by the University of Kashmir have been made already.

Introducing various career oriented courses at the undergraduate level so as to make the students self-employed after they complete their degrees.

Promoting the research activities in various streams of knowledge.

Providing consultancy, advisory and training services in areas related to the Management and Information Technology.

Training and development of Human Resource in the areas of Science and Management through organizing Faculty Development Programs (FDP's), seminars, conferences and workshops.

Up-gradation of the newly established Science instrumentation centre on the modern lines.

College plans to introduce Certificate Course in the handling of latest Science Instruments for the Science Students.

Completion of the establishment of Language laboratory.