



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution

Govt.S.P.M.R College of
Commerce, Jammu

- Name of the Head of the institution Prof. Ranjeet Singh Jamwal
- Designation Principal
- Does the institution function from its own campus? Yes
- Phone no./Alternate phone no. 0191 -2582900
- Mobile no 9419119869
- Registered e-mail principal.spmrcollege@gmail.com
- Alternate e-mail ranjeet4jamwal@gmail.com
- Address Govt. S.P.M.R College of Commerce
- City/Town Jammu
- State/UT Jammu and Kashmir
- Pin Code 180001

2.Institutional status

- Affiliated /Constituent Constituent College
- Type of Institution Co-education
- Location Urban

- Financial Status **UGC 2f and 12(B)**
- Name of the Affiliating University **Cluster University of Jammu**
- Name of the IQAC Coordinator **Ms. Archana Kaul**
- Phone No. **0191 2582800**
- Alternate phone No. **0191 2581904**
- Mobile **9419253571**
- IQAC e-mail address **iqac.spmr@gmail.com**
- Alternate Email address **arch_mag2000@yahoo.com**

3. Website address (Web link of the AQAR (Previous Academic Year))

<https://www.spmrcollege.org/ccadm/in/files/1020211302766.pdf>

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<https://www.spmrcollege.org/ccadm/in/files/1120212039852.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	76.15	2004	03/05/2004	02/05/2009

6. Date of Establishment of IQAC

03/05/2004

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	XII	UGC	2015-16 extended to 2016-17	5 lakhs
Faculty	Project	DST	2021-22	2,30,000

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of

[View File](#)

IQAC

9.No. of IQAC meetings held during the year 11

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

10.Whether IQAC received funding from any of the funding agency to support its activities during the year? No

- If yes, mention the amount

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

Development of E.Content as per syllabus

Smart/Digital Class Rooms

Signing of MOU with ICSI for Skill based course

CCTV Installed/ Two Additional water coolers installed

Automation of Library initiated

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

Plan of Action	Achievements/Outcomes
All HOD's to submit Academic as well as Activity Calendar of their respective departments.	• the college has successfully purchased Books for Library under the funds allocated for the same
The college must utilize the funds for purchase of books.	• Steps have been taken for disposal of old long stored stationary, assignments and furniture.
Old assignments of MAJOR AND MINOR also need to be disposed.	• CCTV have been Installed

Old assignments of MAJOR AND MINOR also need to be disposed.	<ul style="list-style-type: none"> Computers and Smart Boards have been installed
Need for more water coolers for students.	<ul style="list-style-type: none"> College successfully is under process of making all classrooms as smart classrooms. Digitized Boards have been installed in 12 classrooms
? Proposal for Pink bathrooms for girls.	<ul style="list-style-type: none"> Development of E. Content by Faculty.
<ul style="list-style-type: none"> Proposal for installation of solar panels 	<ul style="list-style-type: none"> Two additional water coolers installed.
<ul style="list-style-type: none"> Composting of waste for Green Campus. 	<ul style="list-style-type: none"> Signing of MOU ICSI for courses under them
<ul style="list-style-type: none"> Need to dispose of e-waste. 	<ul style="list-style-type: none"> Established Research Lab
<ul style="list-style-type: none"> Recommended purchase of Computers and Smart Boards 	<ul style="list-style-type: none"> Research hub is activated.
<ul style="list-style-type: none"> Smart classrooms to be made 	<ul style="list-style-type: none"> Established Skill Lab.
<ul style="list-style-type: none"> During lockdown proposed development of E Content 	<ul style="list-style-type: none"> Prepared composte from biodegradable waste generated in the college campus
<ul style="list-style-type: none"> To renew membership in Swayam Portal 	<ul style="list-style-type: none"> Appointed ENO.
<ul style="list-style-type: none"> To introduce skill based courses and establishment of Skill Lab 	<ul style="list-style-type: none"> e-waste disposed of.
<ul style="list-style-type: none"> To open a Browsing centre 	Installed optical fibre connectivity in Library and administration.

13. Whether the AQAR was placed before statutory body?

No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Part A**Data of the Institution**

1.Name of the Institution	Govt.S.P.M.R College of Commerce, Jammu
• Name of the Head of the institution	Prof. Ranjeet Singh Jamwal
• Designation	Principal
• Does the institution function from its own campus?	Yes
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• State/UT	Jammu and Kashmir
• Pin Code	180001
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- Name of the statutory body

Name	Date of meeting(s)
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14. Whether institutional data submitted to AISHE

Year	Date of Submission
2020	21/01/2020

15. Multidisciplinary / interdisciplinary

Multidisciplinary/ Interdisciplinary Govt. SPMR college of Commerce is the only college in Jammu province to open up multidisciplinary area in Commerce. The college is open to students interested in management studies as well as students who may be interested in Computer Sciences. Courses offered by college while being purely commerce are also offering Business Administration and Computer Sciences.

16. Academic bank of credits (ABC):

Academic Bank of Credits: As per UGC guidelines the college adapted itself to the choice based credit system of evaluation (CBCS). The courses are set under the approval of Board of Studies, Cluster University of Jammu. The students are offered credits for the Core, Discipline Specific, Ability Enhancement, Skill Enhancement and Generic Elective Courses. Every student has to collect 132 credits for B.Com, 152 credits for Honors in B.Com, 96 credits in M.Com, 148 credits in BBA and 132 credits in BCA. The Board of Studies has divided equally/proportionally the credits in the Course Curriculum. The student is given a choice to accumulate the credits from any of the course offered by the college. As such a bank of Credits is collected by the students within the prescribed period stipulated by the College / University.

17. Skill development:

Skill Development: As per UGC guidelines the college aims to develop itself as a hub for promoting Skill enchantment among the students. In this respect the college has taken initiative to introduce skill based market oriented course like Company Secretaries and Chartered Accountant. For this the college has entered into an MOU with Institute of Company Secretaries of India (ICSI) and also plans to initiate MOU with Institute of Chartered Accountancy of India (ICAI). Further, the college has developed infrastructure by building a skill lab in the college premises. The plan to begin the courses was delayed by the onset of COVID-19. However, the college in keeping with its commitment and responsibility towards the students has been updating its students regularly about the skill course by holding Online lectures, sessions and workshops in collaboration with ICSI

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

Appropriate Integration of Indian Knowledge system: As per UGC guidelines the college under Board of Studies, Cluster University directions introduced Modern Indian Languages in semester 1st /2nd and 3rd / 4th of the college. The student is given option to select one of the MIL (Hindi / Urdu / Panjabi / Dogri / Sanskrit). It is mandatory for the student to select and study one of the MIL in their course. Since 2017 the college has introduced these courses encouraging students to study any one of the language. Though after COVID - 19 lockdown the course of study has gone online. Faculty has put in extra effort and by sheer hard work they were able to create E-Content in MIL subjects for the students

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

Focus on Outcome Based Education: The vision of the college is 'Enlighten, Empower, Excel' At the very outset the College foresees its students to be self-reliant techno-savvy Entrepreneurs. The mission is to instill in students a culture of sensitivity to gender issues and identities. The vision and mission of the college correlates to the idea of outcome based Education. The college is striving to prepare future self-reliant entrepreneur which is akin to the government's vision of creating Atmnirbhar Bharat. With this in thought the college has professional courses like BBA, B.Com Hons' and BCA besides including professional and skill based papers like communication English, Income-tax, Auditing, EVS etc.

20.Distance education/online education:

Online Education Though the basic fundamental structure of the college is to impart face to face education, however, the college introduced online education to its students at the onset of lockdown due to COVID-19. The faculty though not trained to take online classes, set its mission to fill the gap created among the students because of Lockdown. The faculty worked hard to create E Content in the shortest possible time. They made the material available to the students using moodle while also uploading the same on college website for easy availability to the students. The faculty has sincerely been taking online classes through various modes like Wise up, Google Meet, Zoom etc. The College has been practicing both forms of education face to face and online since unforeseen Lockdown. The faculty has accordingly conducted online assessment both Internal as well as External

Examination. They developed questions on MCQ pattern for these exams. Now our college with great pride is holding both face to face as well as online form of teaching and learning

Extended Profile

1. Programme

1.1

5

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2. Student

2.1

3095

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2

352

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

File Description	Documents
Data Template	View File

2.3

1254

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3. Academic

3.1

65

Number of full time teachers during the year

File Description	Documents
Data Template	View File
3.2	47
Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	36
Total number of Classrooms and Seminar halls	
4.2	244.88
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	200
Total number of computers on campus for academic purposes	
Part B	
CURRICULAR ASPECTS	
1.1 - Curricular Planning and Implementation	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
<p>Vision</p> <p>Enlighten Empower Excel: Promoting Entrepreneurship, Self-Reliance, Eco-consciousness and developing Tech-Savvy Human Resources.</p> <p>Mission</p> <ul style="list-style-type: none"> ◦ To strengthen economic, cultural and social fabric of the region through education, research and enterprise. ◦ To introduce Vocational and Skill oriented Courses/Trainings. ◦ To create and enter into MOUs with industries and corporates for student Training / Internship. 	

- To develop College as a centre for Job placements.
- To create Dynamic Research oriented Hub.
- To enhance technology driven academic excellence.
- To promote concept of Start-Ups among young learners.
- To provide a vibrant arena for sports, co-curricular and extra-curricular activities.
- To provide an effective platform for promotion of literary endeavours.
- To create opportunities for Faculty as consultants.
- Objective of the College is to take a lead in gender parity, and to make it one of its kinds by being a co-educational institution.
- To provide Academic access for students from far off / rural areas.
- To provide Industrial visits for experiential learning of the students.
- To conduct Seminars, Conferences, workshops and trainings for both students and Faculty
- To make the College Placement Cell more outcome based with employability for students
- Promoting Entrepreneurial Development Programmes under Directorate of Micro and Small Industry
- Promoting extra curriculum activities like Got The Talent, Theatre, Painting, Photography, Debating skills, Creative Writing etc.
- The sports wing of the college provides ample opportunity to develop sportsmanship & team spirit by participating in various State and National level meets.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.spmrcollege.org/ccadmin/files/12202126035289.pdf

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

Revision and up gradation of curriculum for the courses offered by the college is a continuous process and is carried out as per a clearly laid down procedure. Faculty members in consultation with the BOS propose revision and upgradation for particular courses. These proposals are thoroughly discussed by the faculty committee

and then by the external experts from within the cluster university and also from other universities. Recommendation of the centre committee is forwarded to the board of studies of the concerned department.

College adopts the guidelines of the UGC for developing or restructuring the curricula of the courses offered. Every department is provided with smart class room that allows the teachers to go beyond the prescribed curriculum and allow them to administer considerable academic flexibility. The teachers teaching the courses at the UG/PG Level are nominated as members who take care of the syllabi of the respective course.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.spmrcollege.org/ccadmin/files/820231801321.pdf

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

B. Any 3 of the above

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

1.2 - Academic Flexibility

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

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

05

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

0

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

0

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

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

Holistic development of the college students is the main purpose of curriculum. In this concern, most of the departments of the colleges have courses in their curriculum, which integrates cross cutting issues relevant to gender, environment and sustainability,

human values and professional ethics, development of creative and divergent competencies.

Gender equality: College has functional sexual harassment committee and Women's development Cell to look into the problems of girl students' regarding academics as well as personal. Girls' common room is also available in the institute with all facilities. Internal complaints committee has been established for Counseling of students on received grievances. International Women's Day is celebrated every year with active student participation.

Environment and Sustainability: Environmental Studies is an interdisciplinary course. In order to sensitize students about the environment and sustainability issues, a number of courses were taught and activities such as seminars and guest lectures were organized. College has been conducting various social events such as tree plantation on Environment Day celebration every year. College also has Solar system.

Human Values: An obligatory element of curriculum is to inculcate good Human values among students. College has Anti Ragging Cell to ensure ragging free environment. Internal complaints committee and discipline committee headed by senior faculty to take care of human values. A number of activities comprising Human Values have been conducted such as visit blind school, organizing blood donation camps, Swachh Bharat, and awareness programs etc.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

8

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

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

28

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	https://www.spmrcollege.org/ccadmin/files/1220214041248.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
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File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.spmrcollege.org/ccadmin/files/122021300383.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

972

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

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

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

123

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

2.2 - Catering to Student Diversity

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

Advanced learners

1. On the basis of minor assesement, discussion and interaction in the class rooms such students are identified, monitored and motivated to excel in the University exams.
2. Students are encouraged and groomed to take part in various intra college as well as inter college competitions.
3. Teachers are directed to provide guidance and support to students and encourage them to aim for higher education and placements.
4. NCC students are given maximum exposure and guidance through interaction with NCC and Army officers.
5. Guest lectures are continuously organized to motivate students.
6. Students are encouraged to use the Internet and library facilities provided by the college
7. Advanced learners are treated as an asset to our college and groomed according to their capabilities.

Slow learners

1. On the basis of minor assesement, discussion and interaction in the class rooms such learners are identified, monitored and motivated to improve their performance in the University exams.
2. After completion of the syllabus, revision is being carried out for such students.
3. Bilingual explanations are done in the class with the aim of reaching out to the slow learners so that they can be brought at par with the rest of the class.
4. Remedial lectures as well as tutorials are being conducted on a regular basis.
5. Mock tests are held for students. Answers are evaluated and students are further advised on the various methods which will help them to fetch maximum marks.
6. Seminars are conducted in the class to boost the confidence and improve the speaking skills of the students.

File Description	Documents
Paste link for additional information	https://www.spmrcollege.org/StudentUpdates.aspx
Upload any additional information	View File

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

Number of Students	Number of Teachers
3095	66

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Many innovative teaching learning methods are used for academic enhancement in teaching-learning process as per the suggestions and guidelines of IQAC. Efforts are made to make teaching-learning more students centric, experiential, participatory and interactive. New and innovative practices adopted by the institution in this respect include: The use of learning integrated technology such as laptops, interactive boards, panels and projectors are used to deliver lectures through power-point presentations. Students are also encouraged to use ICT & E-resources. Oral presentation and group discussions are conducted by faculty to encourage greater participation and interactive learning among students. Educational trips to Industrial estates, field trips etc to view real-time manifestation of management and marketing practices. Field trips to biodiversity parks, heritage sites, etc. are also organized to promote conservation education of flora and fauna living in ecological sustainable communities. Project / dissertation is used by M.Com, BBA and BCA students for brainstorming real-world problems and finding solutions besides encouraging teamwork and participative learning among students. Extensive use of Case Studies to improve the problem-solving ability of the students. Special lectures/seminars/conferences are organized so that students become participative agents and not just passive recipients of knowledge. Discussions, debates, oral group presentations, etc. are organised to encourage greater

participation and interactive learning among students. The college organises visits to villages and slums with an objective to provide its students an exposure and gain an understanding of the geographical, socio-political and economic factors of the lives of the people living in these areas.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://www.spmrcollege.org/ccadmin/files/120221052318.pdf

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

Teaching learning is always considered as the heart of educational process. To make the students aware of different modern educational equipment and techniques, faculty adopts innovative techniques in the teaching learning process. The college also motivates the teachers to bring innovativeness and creativity in teaching leaning process to make the process more effective and qualitative. Along with the traditional methods, all the faculty members are using modern teaching and Audio-visual aids. The institute has been providing ICT enabled classrooms equipped with Wifi facilities, LCD projectors, e-books and e-journals which helps in the e-learning process. 12 Digital classrooms and 03 digitized seminar rooms are made available. Besides providing better and swifter communication, ICT has enabled presentation of ideas in an effective and relevant way. It is an effective tool for acquiring information from multiple sources to help students to enhance their knowledge database. The library N-LIST facility provides accessibility to e-resources vide INFLIBNET to teachers and students. The e-content, e-books, e-pathshala, etc. shared by the teachers are very useful for the students as they are handy and saves the cost of buying the physical books. Besides using e-books and e-content in the e-classrooms, educational podcasts and videos, such as YouTube Content, etc. further adds quality to lecture delivery. Teachers share reading materials, short notes, e-books over different media like Google Classroom, WhatsApp, wiseapp, google meet, etc. Students share their difficulty and get solutions on WhatsApp. It has resulted in a successful mechanism of off-campus interaction.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

42

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

66

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

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

22

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

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

2.4.3.1 - Total experience of full-time teachers

183

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

In the academic year 2020-21 with the continuation of COVID-19 pandemic, the college in accordance with UGC guidelines and Govt. SOPs conducted online tests for which both Teachers and students use Google drive and Google forms. Teachers generate links of test and share these test links on Google classroom, WhatsApp groups and college website. The entire process of conducting online unit-wise internal assessments was centrally managed by the Examination In-charge and Internal Assessment Committee which ensured smooth functioning without any compromise on secrecy. The results of e-tests are auto generated and the same are available on the Cluster University website. In view of physical and political condition of the Union Territory of J&K with disrupted and poor internet connectivity, the Examination In-charge and Internal Assessment Committee of the college ensured that the internal examination system works best towards the interest of the students and conducted Re-tests time to time to facilitate the teaching-learning and evaluation process for all students.

File Description	Documents
Any additional information	View File
Link for additional information	https://clujammu.ac.in/notificationupload/CLUSTER_UNIVERSITY_OF_JAMMU_STATUTES_23_02_2018.pdf

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

The college has Examination In-charge and Internal Assessment Committee, which executes its minor tests in a very meticulous manner and undertakes necessary measures to ensure objectivity and transparency in the process. Notifications are displayed prominently on the college website and on college notice boards to communicate information related to minor assessment to students. The college conducts tutorial, home assignment, tests, presentations, group discussion, etc. to assess the performance of students. Each teacher prepares 3 sets of question papers keeping in mind the ethical values of the institute and academic integrity. The examination committee of the college itself looks after the students' grievances related to internal as well as external evaluation. The committee consists of the Chairman (Principal), Examination In charge, senior faculty members and HODs. The grievances are attended to and resolved within a fortnight. The students have the freedom to use the suggestion box to put in the note of query/instruction which is considered for internal examination reform. The Mentor-Mentee Scheme also helps students to pause before going to the exam committee with any grievance. After rigorous scrutiny, the final internal assessment (IA) record is sent to the university. In certain cases, if discrepancies are noticed between marks awarded to students by teachers and those entered in the mark sheets prepared by the University, the college assists the students in getting such errors rectified.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.spmrcollege.org/grievance.aspx

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated

and displayed on website and communicated to teachers and students.

Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are in accordance with the Cluster University of Jammu guidelines. These are stated and displayed on website and communicated to teachers and students. Learning outcomes form an integral part of college vision, mission and objectives. The College offers various programmes in Commerce General and Honors, Business Management, Computer Applications and PG General. Students are made aware of the course specific outcomes through orientation programme or classroom discussion. . The learning objectives are communicated through various means such as college prospectus, college website, etc. The syllabus depicting the learning objectives is readily available for the students and teachers in their respective departments, college library and on the Website of Cluster University of Jammu, Jammu. Program specific outcomes of all the departments are highlighted through counseling sessions before admission which provide information on career options open to students after the completion of the program. The college deputed teachers for attending workshops, seminars, conferences and FDPs to enrich them to attain the outcomes while teaching learning in the classes. Teachers actively participate in workshops on revision of syllabus organized by the university. Many teachers are also the members of board of studies, thus the process of perception and outcomes takes place in exact manner and excel the quality of teaching learning.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.spmrcollege.org/courses_offered.aspx
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The vision and mission of Govt. SPMR College of Commerce upholds the idea of outcome-based education. The concept of generating such candidates is in keeping with its vision of ENLIGHTEN, EMPOWER & EXCEL that measures the attainment of programme outcomes, programme specific outcomes and course outcomes. The course outcomes are measured through syllabus, setting up of

question papers, continuous evaluation and the results. The college offers four programmes i.e., B.COM, BBA, BCA & B.COM HONS' at undergraduate level and one programme i.e., M.COM at post graduate level. The college has an evaluation system that is designed as per the norms and regulations of Cluster University wherein the students are evaluated periodically through internal assessment, seminars, class tests, project works, viva-voce as well as external examination. The end semester examination of every course is based on a written examination of three hours, the question paper of which is required to test the knowledge of the student from every unit prescribed for study. The programme specific outcome is measured by taking the aggregate result of all courses in a given programme of an individual student, and then the average performance of all the students in a given programme. At the Post-Graduate level and Undergraduate levels, the attainment of programme outcomes is measured through students' progress to higher studies in any higher educational institution in India or abroad is also maintained. The college follows a feedback system to assess the teaching-learning outcomes.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.spmrcollege.org/courses_offered.aspx

2.6.3 - Pass percentage of Students during the year

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

1186

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://www.spmrcollege.org/ccadmin/files/8202317029677.pdf

2.7 - Student Satisfaction Survey	
2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)	
https://www.spmrcollege.org/ccadmin/files/8202317017679.pdf	
RESEARCH, INNOVATIONS AND EXTENSION	
3.1 - Resource Mobilization for Research	
3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)	
3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)	
2.30 Lakhs	
File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File
3.1.2 - Number of teachers recognized as research guides (latest completed academic year)	
3.1.2.1 - Number of teachers recognized as research guides	
0	
File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File
3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year	
3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year	
0	

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	NA

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Research Club:-The college promotes a thriving research environment in the college and has a Research hub to support research interests and innovation skills amongst the faculty and students. Faculty members are encouraged and informed to take up government funded research projects and to initiate the innovations in imparting knowledge. The college has received grant to establish Research & Innovation Centres under Hub and Spoke Model. A pre-fabricated structure is constructed for the research lab and computers are purchased. The faculty and students are encouraged to get involved in the research work. The faculty is taking online classes during the pandemic time there is shift from chalk to talk and digital mode of interaction. The classes are taken in blended mode both in offline and online at present.

Eco Club:-The Department of Environmental science has created eco club under which various activities like planting of trees, medicinal plants are organized to aware the students. The Cleanliness Drives, Awareness Drives are initiated and various days like Environment Day ,Bio Diversity Day, Vanamahotsava, Wild Life Day are celebrated. Ban on Single use plastic , Best from Waste are organized to sensitize the students regarding current environmental issues.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.spmrcollege.org/ccadmin/files/820238040884.pdf

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year**3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year**

20

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards**3.3.1 - Number of Ph.Ds registered per eligible teacher during the year****3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year**

0

File Description	Documents
URL to the research page on HEI website	NA
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year**3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year**

22

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

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

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

13

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

3.4 - Extension Activities

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

SPMR college is socially responsible institution which provides an environment conducive for the Holistic development of the students. Extension activities relevant to human values and societal issues are organised to inculcate a sense of community feeling , belongingness and discipline in them. The chief objective of the college is to ensure the concept of development of responsible citizens and above all good human beings.

1. NCC /NSS units cater to different services to community through various programmes like Swachhhta Pakhwada, Blood Donation camps, Voter Awareness Campaign, Visits to old age homes, orphanages, blind school, Plantation Drives, Celebration of National Festivals and other cultural festivals.
2. The college has adopted slum areas and caters to the needs of underprivileged.
3. Red Cross unit of the college takes the initiative to raise funds and donate it for the needy.
4. Red Ribbon Club is an international symbol of HIV and AIDS awareness. The Red Ribbon Club of the college organises various activities to aware the masses against this disease. During this pandemic time, the students of the college made videos with awareness messages. T.B. Awareness Campaign was also conducted by the volunteers.
5. NCC volunteer cadets during their visits to old age homes orphanages and blind school distribute various things taking

care of their needs.

6. ECO Club of the college takes an initiative to organise various activities like plantation drives, Best from Waste, E-Waste management, herbal plantation drive. These activities enhance a sense of responsibility towards environment and society among students.

File Description	Documents
Paste link for additional information	https://www.spmrcollege.org/ccadmin/files/820231006959.pdf
Upload any additional information	View File

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

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

1

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

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

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

31

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

31

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

3

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate

houses etc. during the year

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

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college is situated at a prime location in the heart of the city. It has a well laid out campus of 3.72 acres. The college lays great emphasis on infrastructure and learning resources to enable the learners righteous blending of knowledge, skills, and values for serving the society. The institution has adequate facilities for teaching-learning viz., classrooms, laboratories, computing equipment etc. and also ensures optimal utilization of physical infrastructure. All the class rooms are well-furnished and ICT enabled wherever it is necessary. Classrooms are numbered with identification of the wing. The classrooms are well-illuminated and spacious with good ventilation. All the departments have computer facility to aid teaching and learning. College has 4 computer laboratories with all IT facilities. The college has 3 seminar halls and one auditorium. All seminar halls have different seating capacity and these are also equipped with ICT facilities. The college has a rich and well-maintained library with around 34000 books and it contemplates automation of the library in the near future.

College provides the latest facilities and information that contribute to the academic growth of students and faculty. .The college has constantly been evolving and upgrading its infrastructure. It has taken a decision to provide ramp facility

and wheel chair facility for differently abled students. A sizable part of its budget is allocated to improve and maintain its physical and academic facilities.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.spmrcollege.org/naac.aspx?catid=30&title=infrastructure%204.1.1

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

The college attempts to create infrastructure that facilitates students' growth in terms of physical fitness, extra-curricular activities and mental well-being. The college optimally utilizes the available space for sports activities. Further, being shortage in space for outdoor activities the college has collaborated with GGM Science College, HAKKU Federation, Goenka Cricket Academy etc. The Cultural Committee of the college engages and nurtures students in debate, dance, music, theatre and art. The college has good infrastructure facilities for weight lifting, indoor games like Table Tennis, Chess and Carom. The college has a splendid playground/multipurpose external lawn with the dimensions of 86 mts x 43 mts for outdoor games comprising Volleyball court, Kabbadi court and Kho-Kho court. Students participated in Inter-College Tournaments/Competitions and won gold, silver and bronze medals. To encourage self-expression among students, the college has an auditorium with an approximate seating capacity of 150 people and open stage. The college is in the process of establishment of a yoga centre. The NSS/NCC units organises programmes such as awareness programmes in camps, blood donation, activities in old age homes, visit to blind school, conducting public awareness programmes, plantation drive etc. NCC cadets and NSS students also participate actively in national festivals like Gandhi Jayanti, Independence Day, Republic Day etc.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.spmrcollege.org/naac.aspx?catid=31&title=sports-4.1.2

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.**15**

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://spmrcollege.org/ccadmin/files/12202130027520.jpg
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)**4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)****244.88**

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

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

The college has a separate 2 floor building for library which caters to the needs of the UG and PG students of the college. The college has additional library for M.COM/B.COM (HONS) in Campus 2. The college library is facilitated with 8 rooms and a Hall, there are separate rooms for reference and general books, UGC books under Book Bank, Hall with a Book Section area containing books of all the subjects. A total number of about 206 almirahs act as a reservoir to keep the library books. The college library has a

collection of 43287 books in various disciplines of Commerce, Computers, English, Hindi, Dogri, Urdu, Punjabi, Management, General Knowledge, etc. It has also good collection of reference books such as encyclopedias, yearbooks, dictionaries, biographies, directories, atlases, proceedings, etc. Total number of books procured under State Govt. Grant till year 2020-21 is 34098 and 8496 book bank books under UGC grant. The Librarian maintains a separate Loan/Borrower Register for students, permanent and academic staff. Along with it Stock-taking Registers, Withdrawal, Accession and Periodical Register are maintained. A proper write off system is maintained where damaged books/ reading material are disposed of under rule. The library has subscribed E-books and E journals through N-List (National Library and Information Services Infrastructure of Scholarly Content) project of INFLIBNET. The college faculty and students have been provided with username and password to access the E-books and E-journals on database of N-List project. The college has also registered its faculty and students to NDLI portal

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://www.spmrcollege.org/ccadmin/files/12202130023781.pdf

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

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

6.31

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)**4.2.4.1 - Number of teachers and students using library per day over last one year**

8

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

The College has four Computer Laboratories, 2 in BCA, 1 in BBA and 1 in M.Com with 100, 20 and 15 computers respectively which mainly cater to the academic needs of the students. The configuration of computers in BBA and M.Com lab is intel core i3, 4 GB RAM and 1 TB hard disk; in BCA Lab the configuration of 60 computers is intel core i3, 4 GB RAM and 1 TB hard disk and rest 40 systems have a configuration of intel core i5, 8 GB RAM and 1 TB hard disk. BBA department has 2 laptop and M.Com department has 4 laptops with configuration of intel core i3, 4 GB RAM and 1 TB hard disk. BCA department has 8 laptops with configuration of intel core i3, 4 GB RAM and 1 TB hard disk. Computer systems are upgraded annually and necessary software, anti-virus packages are regularly installed and the systems are updated by computer skilled personnel of the college. They are equipped with servers, printers, desktop machines, laptops, LCD Projectors and scanners of latest configuration. Regular maintenance of Computer Laboratory equipment's is done by Laboratory assistant along with Laboratory attendant and they are headed by the faculty in charge.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.spmrcollege.org/naac.aspx?catid=30&title=infrastructure%204.1.1

4.3.2 - Number of Computers

200

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

203.04

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

Computer Laboratory: The College has four Computer Laboratories, which mainly cater to the academic needs of Commerce students/BCA Students/BBA Students/Hons students. The equipments in Computer Laboratories are maintained by BCA technical staff.

Library: The Library of the College is in the process of Computerization and all the hardware required for the computersiation has been procured. The class IV staff appointed in the Library looks after the sweeping, moping and other work related with cleanliness.

Sports complex: The College has separate play grounds for the sports of Kabaddi, Kho-Kho and Volleyball. These grounds are maintained by the Physical Director. The grounds are utilized during the various sports festivals organized by the College. The College has well equipped facilities for indoor games like chess, carrom, table tennis etc. The equipment required for these sports are maintained by way of inviting the technicians on call basis. The Sports Committee always tries to enhance the utilization of Sports resources, gymnasium facility and other sports related facilities by circulating notices in the class rooms and displaying it on the notice board of Sports Complex and other notice boards in college.

Computers: The College has approximately 200 computers installed in various facilities such as computer laboratory, library, College office, IQAC Room, Examination Room, the cabins of Principal, Librarian etc. These machines are maintained by the BCA Lab assistants. All these machines are optimally utilized for academic, administrative and examination related work.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.spmrcollege.org/naac.aspx?catid=30&title=infrastructure%204.1.1

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

267

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

43

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

B. 3 of the above

File Description	Documents
Link to Institutional website	https://www.spmrcollege.org/ccadmin/files/3202328042845.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

60

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

60

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

5.1.5 - The Institution has a transparent

B. Any 3 of the above

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

5

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

31

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

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

3

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

2

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

Govt. SPMR College of Commerce elects annually a Student Council in a free and fair manner through a democratic process by active participation of all the students. Students through this council, discuss, debate and undertake many decisions for the welfare of the students community. The Students Welfare Committee of 7 to 8 faculty members conduct elections of the students according to the rules and procedures set by the college (though the college was not able to conduct the elections due to COVID-19 pandemic) during 2020-21 and online nomination procedure was adopted by the college to form the council. Class Representatives are elected from each class which then elect the President (5th semester student), Vice-President (3rd semester student), General Secretary, Treasurer (3rd Semester Student) and 2 Joint Secretaries (1st Semester Student) through a secret ballot. The Student Council - elected to represent the fellow students - work with the Principal, faculty and students for organizing events and also building a bridge between the faculty members, administrative staff, and students. The Student Council members help the faculty and administration in the Admission process and the Orientation Programmes organized for new students annually. The student council members also help in organizing Freshers' Welcome Party, Teacher's Day, Farewell to the Final year students etc. Students are encouraged to participate in activities beyond their academic curricula so that they become confident and well balanced individuals.

File Description	Documents
Paste link for additional information	https://assessmentonline.naac.gov.in/storage/app/hei/SSR/102106/5.3.2_1640776379_2273.pdf
Upload any additional information	View File

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

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

2

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

5.4 - Alumni Engagement

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

The College regularly organises Alumni Meet and let the passed out students interact with each other. This practice not only helps in maintaining a healthy relationship with the passed-out students but also makes an institute feel proud of its alumni by acknowledging their contribution. The Alumni consists of eminent personalities from the society who share their experience in the outside world and how they are managing their professional life. All these interactions are a big hit with the students. Two Kashmir Administrative Service officers Mr. Abhimanyu Singh and Mr. Vishal Sadhotra, Mr. Anuj Vaid Company Secretary, Mr. Swayam Dugal, Entrepreneur and Mr. Rahil founder Helping Hand Comrade NGO from our Alumni interacted online with the students regarding the

scope of their courses in finding their own career path. They motivated and inspired our students to excel in the competitive exams and work hard towards the achievement of their goals. The students participated actively and put forth their queries to the members of the alumni which were addressed by the Alumni. The students were inquisitive to know more about the path to pursue and crack the KAS/IAS examination. A proud moment for college to hold an interaction with the great alumnus of 1957 Batch Lt. Colonel Gurudev Singh in which he shared his old memories of the college and also presented a photoframe of his batch of 1957-58. His was the 1st Batch since the inception of the college.

File Description	Documents
Paste link for additional information	https://assessmentonline.naac.gov.in/storage/app/hei/SSR/102106/5.4.1_1641123153_2273.pdf
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Effective leadership by setting values and participative decision-making process is key not only to achieve the vision, mission and goals of the institution but also in building the organizational culture. The formal and informal arrangements in the institution to co-ordinate the academic and administrative planning and implementation reflects the institution efforts in achieving its vision. The vision statement is the institution's destination for the length of the strategic plan.

For fulfillment of the college mission, the leadership maintains an open and interactive environment. All stakeholders are encouraged to participate and voice their perspectives for

effective decision making and planning. An important feature of this is the constant two way communication between staff and the college administration.

The administration of the college is completely decentralized by constituting committees for the supervision and monitoring of all activities of the college. These committees meet frequently and workout the long and short term measures required for the smooth conduct of the college and effective implementation of academic and administrative needs of the all stake holders.

The students are provided sufficient opportunities to groom themselves and better their skills of leadership, team building, resource mobilization, confidence building etc. Students have free access to the principal and other staff members to voice their concerns, grievances etc., which are addressed immediately besides this, suggestions of students regarding overall development of the college are also considered.

File Description	Documents
Paste link for additional information	https://www.spmrcollege.org/vision.aspx
Upload any additional information	View File

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

The college administration encourages the culture of participative management involving all staff members in the overall functioning of the college. Principal is the administrative head of the college and all powers of college administration and drawing and disbursing powers as per J&K Govt. but the overall functioning of the college has been decentralized. Complete management of academic and administrative matters of the college is managed by the committees constituted by the college principal in consultation with senior staff members. Committees are headed by senior teachers with four to five or more members in each committee. More than 25 such committees are constituted for every academic year to look after the affairs regarding to development, admission, time table, examinations, grievances, anti ragging, purchase, library, canteen, discipline etc. These committees meet frequently to discuss the issues and the decisions taken are implemented. Mandate of each committee is defined. The college committees have been empowered to be an essential component for

the smooth conduct of academic and administrative matters of the college. Each programme/stream is considered as a separate entity for academic and administrative matters and the senior most teacher of the programme is designated as head of the department.. Heads of departments of the BCA/BBA have to manage and maintain computer laboratories and non-teaching staff for the conduct of practicals and preparation of project reports.

File Description	Documents
Paste link for additional information	https://www.spmrcollege.org/ccadmin/files/2202327021232.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The College is presently offering multifaceted courses like, B.B.A, B.C.A, B.Com (General), B.Com (Honours) and M.Com (General) and is catering the need of about 3200 students annually. The institutional perspective plan aligns with the vision and mission of the College which are the constant driving force for improving academic quality policies and strategies and such plans are usually student centric. It is effectively deployed to focus on bringing quality improvements in the areas of: 1. Curricular Planning and Implementation 2. Teaching-Learning Processes 3. Research and Extension Activities 4. Academic infrastructural facilities 5. Student Support Activities and Student Progression 6. Internal Quality Assurance System 7. Governance, Leadership and Management .The College IQAC committee in consultation with Principal formulates academic plan in the beginning of each academic session and chalk out the strategy for its implementation through various committees. Infrastructure has been steadily upgraded over the period to meet the requirement. Over the past few years the following development of infrastructure has been carried out: 1.Drinking water facility for students has been augmented by installation of additional water coolers. 2.Additional books for College Library have been purchased as per the latest syllabus. 3.The automation of Library has began. 4.The construction of Skill and Research laboratories has been started. 5.High speed fiber network has been installed. 6.Digital boards and interactive panels have been installed.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.spmrcollege.org/ccadmin/files/12202130023781.pdf
Upload any additional information	View File

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

College is a Government Degree College of J&K UT and is affiliated to Cluster University of Jammu. All matters of appointments, finance and administration are governed by J&K Government Civil Services Rules and academics, examinations, admission, curriculum etc., is governed by the statutes and ordinances of the affiliating university. Administrative structure of the Higher Education Department, the organisation under whose control the college comes at present is, Advisor to Lieutenant Governor Government of J&K-Commissioner/ Secretary to Govt.Higher Education Department -Director Colleges-Principal,administrative and academic matters and is vested with drawing and disbursing (DDO) powers.At college level committees are constituted for various activities regarding development, administration, academics etc. The college committees propose the plans for development and other academic and administrative needs of the college both on short-term and long-term basis. The duly constituted committees are assisted by supporting staff comprising Section Officer, Accountant, Senior Assistants, Junior Assistants, Laboratory Assistants and other office bearers.

Appointment of teaching staff is done by Jammu and Kashmir Public Service Commission (JKPSC) and non-gazetted staff by Subordinate Services Recruit Board (SSRB).

Some of the committees constituted to manage the college affairs are:

1. Development Committee
- 2.Admission /Time Table Committee
- 3.Purchase committee

4.IQAC/NAAC/UGC Committee

5.Career Counseling Cell

6.Discipline Committee

7.Sports Committee

8.Library Committee

9.Hospitality and protocol committee

10. Tour/ Picnic committee

11.Scholarship committee

12.Canteen committee

13.Examination/Internal Assessment committee

14.Sexual Harassment/Gender Grievances cell /Anti ragging Committee.

File Description	Documents
Paste link for additional information	http://www.jkhighereducation.nic.in/pdf/College_Service_recruitment_rules.pdf
Link to Organogram of the institution webpage	http://www.jkhighereducation.nic.in/deptstructure.html
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

All rules applicable to government employees of Jammu & Kashmir UT are applicable for college Casual leave:The staff can avail the 15 casual leaves during one calendar year and 10 days special casual leave for attending seminars/etc. Earned leave:Non-vocational staff gets the earned leave benefit of 30 days for each year. Maternity/paternity:6 months maternity for maximum of two children for females and 15 days paternity leave for males Pension Gratuity: The employees after retirement get regular pension, gratuity a lump sum amount and commuted pension.the employees appointed after 31.12.2009 are covered under New Pension Scheme.Family pension to the spouse in case of death of pensioner and in case death of both family pension is granted to minor or handicap children. J&K Government Employees Group Mediclaim Insurance Scheme: J&K Government Group Personal Accidental Insurance Policy: Medical reimbursement: Medical re-imbusement for major ailments is granted under JK Govt. Medical Attendance Rules Govt. service to next of kin in case of death during service (SRO 43). Two years child care leave facility for all female employees for 2 children below the age of 18 years is available. Teaching staff is paid salary as per UGC 7th Pay Commission. Non-teaching employees get salary as per 7th pay commission of J&K Govt.

File Description	Documents
Paste link for additional information	https://www.spmrcollege.org/ccadmin/files/520234051565.pdf
Upload any additional information	View File

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

0

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

2

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

40

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

Each faculty member has the opportunity to self-appraise his/her efforts towards teaching learning and evaluation related activities, co-curricular, extension, professional development related activities, research and academic contribution. All the teachers at the end of session have to fill a comprehensive Annual Performance Report (APR) in prescribed format. The APRs contain the profiles of the workers and the self appraisal indicators on various aspects of service, for example, timeliness, consistency, association in curricular and additional curricular exercises, support and commitment to social exercises, commitment in games, discipline, commitment for welfare of the students. They have to maintain the record of teaching, examination, committee work, research etc. for API (Academic Performance Indicators) scores. As per the SRO124 of the J&K Govt., teachers are required to score minimum API for placement into the next higher scale. All the claims made by the teachers are verified by the college IQAC, which maintains record of all activities and events of the college. APRs are submitted to the Director Colleges after recording observation of the principal. Director reviews the APRs and are finally accepted by the Commissioner Secretary of the J&K Higher Education Department. Non teaching employees are required to submit their Annual Performance Reports (APRs) every year. However, the parameters of the performance and appraisal are different from that of the teaching staff. In their case APRs are initiated by principal and accepted by the Director Colleges.

File Description	Documents
Paste link for additional information	https://rgp.jk.gov.in/pdf/GAZETTE%202014/2014/Gazette%20No.%2011%20dated%2012th%20June%202014.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

The college has to follow the prescribed financial code of the J&K Govt. for all financial transactions. Financial Audit is an annual activity. There are different kinds of financial audits conducted in the college. One by the Audit and Inspections Department of the J& K Govt. and another by the Accountant General (AG). These agencies audit the complete record of the financial transactions and identify any deviation that may have been committed in any financial transactions and other administrative matters of the college. All paras /half margins are defended and explained to the auditors and incase they are not satisfied audit report is sent to the administrative department for action under rules. Reconciliation of income and expenditure is done with AGs every quarter of the financial year. The funds received from UGC and other agencies of GOI are audited by chartered accountant and reports are submitted to the funding agency for settlement of accounts from time to time.

File Description	Documents
Paste link for additional information	https://assessmentonline.naac.gov.in/public/index.php/admin/get_file?file_path=eyJpd iI6IkI2dFU3bzI2b1ZaM3VMdGJmRXRQVEE9PSIsInZ hbHVlIjoiQ1U3Y1J4bUN6NFRKc3BiSzVhOXpld25uT kRSc1VEdGpkRXlPd1NPWmZ1WWhDbDJYmtKM1FqV2h sOXhDcDB4MiIsIm1hYyI6IjZMDUwYTRlNTA5ZWVkM ThmZDFjZjhjYjVjN2EyODFjYzglY2UzNTY4MzJjMzljODU4Y2E3MGVkOWZlMjFhNzYiLCJ0YWciOiIifQ==
Upload any additional information	View File

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

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

0

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

Govt. SPMR College of Commerce, Jammu is a government institution and it is the Government of J&K which provides funds for the academic and infrastructural development and other recurring expenses such as salary etc. and also few self-financing seats are provided by the institution.

Mobilization of financial resources is done to a great extent through fee paid by the students as prescribed by JK Govt. Fee collected under various heads, viz., admission fee, Pool Fund, student aid fund, building maintenance fund, games sports fund, reading room fund, furniture fund, stationery fund, magazine fund, motor vehicle fund, identity card fund, student service fund,

seminar/cultural fund, activities fund, medical aid fund, relief fund, red cross fund, miscellaneous fund, edusat & NSS fund, Corpus fund, red cross fee, examination development fund, university fee etc.

The college also receives share of the admission fee collected from students by the university and is deposited in local fund of the college. The college continuously works on evolving procedures and strategies for optimum utilization of its financial and other resources. The committees workout the plan of action and its execution through thread bare deliberations to be submitted to the principal for its effective implementation. The allocation and mobilization of financial and other resources is monitored by these committees under the guidance and supervision of the principal.

File Description	Documents
Paste link for additional information	https://clujammu.ac.in/InformationHandbook/CLUJ_for_the_AcademicSession2020_21_j.pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

The internal quality assurance cell of the college has been setup in 2004 to formulate the action plan for NAAC accreditation of the college. Ever since its constitution the committee has been relentlessly pursuing in this regard. The committee has had many meetings to strategize and plan for NAAC accreditation of the college. An action plan has been chalked out wherein each member has been assigned task specified to NAAC accreditation and quality enhancement in overall teaching, learning and infrastructure facilities.

IQAC also exhorts the teaching faculty to mobilize the resources from different funding agencies for research activities for their personal and professional development. To ensure quality in teaching learning and extra/co-curricular activities feedback for the assessment of faculty is taken from the students. The feedback is analyzed confidentially and teachers are advised for improvement accordingly. Teachers are advised to interact with students and address their grievances timely. IQAC plans a

development programme for support staff by organizing computer training for non teaching staff. IQAC verifies annual Self Appraisal Report of faculty members and API score before the same sent to Higher Education Department for next place.

File Description	Documents
Paste link for additional information	https://www.spmrcollege.org/ccadmin/files/12202129038711.pdf
Upload any additional information	View File

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

IQAC has started effectively functioning this year only by starting the process of monitoring the teaching learning process regularly through review meetings with all Heads of the departments. These meetings facilitate to analyze the learning process, and sensitize the faculty and staff about the purpose and functioning of IQAC. Faculty is constantly impressed to make use of ICT facilities for teaching and learning process.

ICT Equipments have been installed in the class rooms and the laboratories. All the teaching staff is encouraged to use projectors for lectures, making PPT lessons, video lectures, which make the students understand the subject effectively. You tube lecture are arranged for facility of students on topics pertaining to their syllabi. Periodical review of teaching methods and the course content completed by the teachers is done by IQAC. Feedback system has been introduced to analyze the short comings and find out the gaps and plan interventions. Student learning process is reviewed through class tests, assignments, class seminars, projects and internal assessment tests. Class test are analyzed and the students performing not good are given a chance to better their performance by discussing with the their deficiencies and short comings. University result analysis is made for each semester at the department level and college level.

File Description	Documents
Paste link for additional information	https://assessmentonline.naac.gov.in/public/index.php/admin/get_file?file_path=eyJpd iI6ImNJWlVvb04vVVFqN2Q2SnFhVlU2a3c9PSIsInZ hbHVlIjoiTVpsc0Nma1ZFUGt1RzIrTStJTkZqaTNLc m5uQitVM3crNkxuUENhWTZjOk1MNjQwVytPd3JTK01 DOWhIczdoNSIsIm1hYyI6IjliZTNmNGMxZWQzOWNlN 2ZlZTQ4MmYwODYwMzA1NmRmNDJkZWYyMzI4MDZhZjB hZjhmMzRlOTI0OWNmYzg3ZWMiLCJ0YWciOiIifQ==
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	D. Any 1 of the above
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File Description	Documents
Paste web link of Annual reports of Institution	https://www.spmrcollege.org/ccadmin/files/12202129038711.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Govt. SPMR College of Commerce is committed towards the promotion and practice of the ideals of social and natural justice, human dignity and rights of all human beings. Hence, it realizes the

significance and the need for having Gender Equity.

Social Security:- Poster Making Competition on theme- "Save the Girl Child" was organized to celebrate National Girl Child Day-2021 on 24.01.2021. Road Safety Week was celebrated from 13th to 19th Feb, 2021 in which 15 female and 20 male students participated. National Girl Child Day was celebrated on 24/01/2021 and 31 students participated in the event. Visit to "Louis Braille Memorial Residential Schools for Sightless Girls" was made on 05/04/2021.

Counselling Cell:- An exclusive Career Counselling Cell headed by Prof. Archana Koul has been constituted by the Institution. The cell organizes various programmes on issues like stress management, self-esteem issues, emotional issues, behavioral issues, etc from time to time. The committee conducts group sessions to motivate the students to set appropriate goals and to help them gain clarity on their priorities. Four female students of the College participated in Internship Programme at IIM Rohtak.

c) Common Room:- There is a separate common room for female students with all necessary facilities. CCTV cameras are installed at strategic locations for continuous surveillance of the premises and for heightening security in the college.

File Description	Documents
Annual gender sensitization action plan	https://www.spmrcollege.org/ccadmin/files/12202130056290.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.spmrcollege.org/ccadmin/files/12202130039442.pdf

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

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

a) **Solid waste management:-** Govt SPMR College of Commerce has taken many initiatives towards waste management. The Institute follows the principle of 3R (Reduce, Reuse and Recycle) to protect the environment. Adequate number of trash cans and dust bins are placed all over the college. The institute promotes minimal plastic usage. Further, awareness programmes such as "Reuse of Waste" are regularly conducted to encourage the students to make things from discarded materials. The institution has implemented the following measures for the management of solid wastes generated in the college: Biodegradable and non- biodegradable wastes are dumped at one place and then lifted by the Jammu Municipal Corporation (JMC) on daily basis. E-waste is collected and stored separately for disposal under rules. To sustain eco-friendly and greenenabled campus, various NSS programs like Swachh Bharat, Clean & Green activities and plantation drive incampus are conducted.

b)**E-waste management** The e-waste includes a wide range of electronic and electrical items such as computers, printers, keyboards etc.

c)**Efforts for carbon neutrality** Several years old trees like Arjun trees, Banyan, Peepal, aeglemarmelos trees, (Night flowering jasmine) parijat plants, snake plants etc. are present in the college which plays a major role in neutralizing carbon. In addition to that, other trees Neem and Satpatra trees are planted in the campus. Further, the College allows only restricted entry of vehicles as to keep carbon emissions in check

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	D. Any 1 of the above
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File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping 	C. Any 2 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the	D. Any 1 of the above

**following 1.Green audit 2. Energy audit
3.Environment audit 4.Clean and green
campus recognitions/awards 5. Beyond the
campus environmental promotional activities**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

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

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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

The institution believes in equality of all cultures and

traditions as is evident from the fact that students belonging to different caste, religion, regions are studying without any discrimination. Though the institution has diverse socio-cultural background and different linguistic, we do not have any intolerance towards cultural, regional, linguistic, communal socio economic and other diversities. With great enthusiasm the national festivals, birth anniversaries and memorials of great Indian personalities like Mahatma Gandhi, Sarvepalli Radhakrishnan, Sardar Vallabhbhai Patel are celebrated. On birth anniversary of Sardar Vallabhbhai Patel on October 31, institution celebrates Rashtriya Ekta Diwas (pledge is taken by principal, staff and students on National Integration Day) every year. Similarly, Sadbhavana Week is celebrated and students actively participate in different competitions like poster making, slogan writing, essay writing, poetry, etc. NSS and NCC Units of our college participate in various programmes related to social issues organized by other colleges. The college also encourages students to participate in different inter-departmental programmes within the college, inter-collegiate events organized by other colleges and universities to make them sensitized towards cultural, regional, linguistic, communal and socio economic diversities.

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

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

The institution organises activities that strengthen our constitutional values and deepen our allegiance and responsibility towards our nation. The National Service Scheme (NSS) and National Cadet Corps (NCC) are two integral bodies that commit to programmes and activities to inculcate constitutional obligations and patriotism among students and staff. Programmes instilling citizens' responsibilities The college fosters community responsibility by organising blood donation camps. The college renders national service by organising road-safety awareness programmes on National Road Safety Month. Students are informed about traffic rules and regulations and instill the importance of safeguarding human life. To promote a sustainable environment, Swachh Bharat campaigns and Tree Plantation drives are organised.

Rally on Save Water Campaign is also organized by the college. To make the society free from drug and preserve the talent, programmes on Drug De-Addiction are organized. Democratic Value The college enshrines the sovereign and democratic values of our nation by commemorating the Independence Day and the Republic Day annually

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.spmrcollege.org/ccadmin/files/122021801358.pdf
Any other relevant information	https://www.spmrcollege.org/ccadmin/files/122021801358.pdf

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

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

The college celebrates national and international commemorative

days to inculcate constitutional responsibilities, to instill patriotic spirit and to foster unity among fellow citizens. International Women's Day is celebrated on 8th March. Teachers Day is celebrated on 5th September. On this occasion, a cultural programme and Poster making activities are organized. International Yoga Day is celebrated every year on 21st June to mark the practice of self discipline and tradition of well-being continuing for thousands of years in India. Important environment-related days are commemorated at College to heighten awareness about the importance of safe environment and conservation of natural resources. Awareness Campaign for Covid-19 was organized on 17.04.2020 and 20.04.2020. On this occasion, Handmade Posters competition on theme-NSSGCWGN Fights # Covid-19 was organized. A video of all posters was made and posted. Also, Cloth face masks were stitched/ made by Volunteers and NSSPOs at their respective places and distributed to needy at the irrespsective places. Gandhi Jayanti-2020 was celebrated from 26.09.2020 to 02.10.2020. Aatma Nirbhar Bharat Abhiyan, 2020 was celebrated from 1.08.2020 to 15.08.2020 in which 36 students participated. Rashtriya Ekta Diwas-2020 was celebrated on 31/10/2020 and 92 students participated in the event. Constitution Day 2020-21 was celebrated on 28/11/2020. Ek Bharat Shrestha Bharat was celebrated from 28th Jan to 4th Feb, 2021.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

In the session 2020, the college identified an orphan Mohit Sharma who had secured 86 % marks in 12th standard. He had applied for scholarship under EBC category but due to the non availability of funds in the Govt. department he could not receive scholarship in time. The college teachers contributed among themselves and collected a sum of Rs.10,000 and handed over the money to the needy student. The college seeks to adopt the practice of helping

out students from deprived sections of society as a matter of principle and takes a serious note of recommendations to this end from humanitarian and financial support groups like the Indian Red Cross society which has time to time approached the institution for waving off the fees of students who are unable to afford higher studies due to financial difficulties.

Practice 2: ECO Club initiative and accomplishment: Eco club carries out plantation drive on a regular basis to create a green campus. Various competitions are held among students on environmental issues to create general awareness. Eco club also motivates the students to reuse, recycle and reduce solid waste. They are encouraged to make useful articles from waste. Further, students are involved in the beautification of the college. Because of the initiatives taken by Ecoclub, the college campus is lush green with many ornamental, medicinal and other plants.

File Description	Documents
Best practices in the Institutional website	https://www.spmrcollege.org/ccadmin/files/10202113030516.pdf
Any other relevant information	https://www.spmrcollege.org/ccadmin/files/1220218027598.pdf

7.3 - Institutional Distinctiveness

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

The college is the only co-educational institution in the field Commerce in the entire Jammu division of UT of Jammu and Kashmir. The college has opened the doors for Commerce education offering B.Com (General), B.Com (Honors) and M.Com courses. Besides Commerce, the college also offers UG (BBA & BCA) programmes. The vision of our college is based on the preamble "To emerge as an educational Institution of excellence in the field of Commerce, Management and Information Technology in the techno - savvy competitive era of liberalization and globalization". Further, the college has constituted various committees which ensure that the institution atmosphere is free from any form of sexual discrimination or sexual harassment. The library is equipped with NLIST. The college offers admission to all the students from the different socio and economic background which is as per the University norms. Proper counseling is given to the students at

the time of admission in the college and at the time of passing out final examination. The college also has Career Counselling Cell constituted under 'Manodarpan' an Initiative of Ministry of Human Resource Development, Govt. of India. . The college runs NCC and NSS units as well.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

1.To introduce Honors courses under the New Education Policy (NEP) in the discipline of Commerce, English and BBA. 2. To invite proposals for UGC approved Projects both Major and Minor. 3.To organise seminar/FDP on inter-disciplinary area. 4. To encourage research activities of faculty members and students. 5. To contribute towards infrastructural development of the institution. 6.To introduce Courses under Skill Development. 7. To introduce Add-on courses. . 8. Initiative for providing workplace Day-Care by creating crechefacility.