

The Annual Quality Assurance Report (AQAR) of the IQAC

(For Affiliated/Constituent Colleges)

Institutions Accredited by NAAC need to submit an Annual self-reviewed progress report i.e. Annual Quality Assurance Report (AQAR) to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the IQAC at the beginning of the Academic year. *The AQAR period would be the Academic Year. (For example, July 1, 2017 to June 30, 2018)*

AQARs July 1st 2017 to 2018

Part – A

Data of the Institution

(data may be captured from IQA)

1. Name of the Institution **Govt. SPMR College of Commerce**

- Name of the Head of the institution : **Prof. (Dr)PK Sharma**

- Designation: **Principal**

- Does the institution function from own campus: **yes**

- Phone no./Alternate phone no.: **0191-2580965 (O)**

- Mobile no.: **9419119869**

- Registered e-mail: principal.spmrcollege@gmail.com

- Alternate e-mail : **Same**

- Address : **Govt. SPMR College of Commerce, Canal Road**

- City/Town : **Jammu-0**

- State/UT : **Jammu and Kashmir**

- Pin Code : **180001**

2. Institutional status:

- Affiliated / Constituent: **Constituent College of Cluster University of Jammu**
- Type of Institution: **Co-education**
- Location : Rural/Semi-urban/Urban: **Urban**
- Financial Status: Grants-in aid/ UGC 2f and 12 (B)/ Self financing

(please specify) **UGC 2f and 12 (B)**

- Name of the Affiliating University: **Cluster University of Jammu**
- Name of the IQAC Co-ordinator : **Prof. Gopal Sharma**
- Phone no. : Alternate phone no. **94191-73935**
- **Mobile: 7006861047**
- IQAC e-mail address: **iqacell.spmrcollege@gmail.com**
- Alternate Email address: --- **sharmagr009@gmail.com**

3. Website address: **<https://www.spmrcollege.org>**

Web-link of the AQAR: (Previous Academic Year):

<http://www.spmrcollege.org/ccadmin/files/1120212047372.pdf>

4. Whether Academic Calendar prepared during the year? **Yes**

Whether it is uploaded in the Institutional website: **<https://www.spmrcollege.org>**

Weblink: <http://www.spmrcollege.org/ccadmin/files/1120212051160.pdf>

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1 st	B+	76.15	2004	from: 3/5/2004 to:02/05/2009

6. Date of Establishment of IQA:

15/11/2017

7. Internal Quality Assurance System

7.1 Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & duration	Number of participants/beneficiaries
1.IQAC coordinated with placement cell and organized Carpe Diem: “Digital Marketing” with IIM Calcutta 2. IQAC meetings were organized at intervals.	1. 11 and 12 August 2017	1. 57 2. Faculty

***Note: Some Quality Assurance initiatives of the institution are:
(Indicative list)***

- *Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality*

To organize Alumni Meet	Process initiated
To repair auditorium	Repair process initiated
To repair and renovate the college at the earliest	Repair and renovate process initiated
To purchase library books as per the funds received	Proposal forwarded to purchase committee for further action

14. Whether the AQAR was placed before statutory body? **No**

Name of the Statutory body:

Date of meeting(s):

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning? **No**

Date:

16. Whether institutional data submitted to AISHE: **Yes**

Year: 2017-2018

Date of Submission: 30.09.2017

17. Does the Institution have Management Information System? **No**

If yes, give a brief description and a list of modules currently operational.
(Maximum 500 words) **NIL**

Part-B

CRITERION I – CURRICULAR ASPECTS

1.1 Curriculum Planning and Implementation

1.1.1 Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

On the onset of establishment of Cluster University the statutes of the university have given a detailed mechanism for well planned and documented system of development of Curriculum for all subjects. The Cluster University of Jammu, Jammu has mentioned the authority to Board of Studies in the statutes. “The Courses of Study and the Syllabi for each course (UG/PG/Integrated) shall be prescribed and revised, as per need, by different Board of Studies of the University & approved by the Academic Council, in tune with the UGC guidelines. ...However, the concerned Boards of Studies shall ensure that the course content of each theory paper, irrespective of the Credit weightage, is uniformly distributed into 5 (Five) units with equal weightage.”

The Curriculum of different subjects taught in the college is set in the Board of Studies meeting held every year in the respective department of Cluster University of Jammu. All the Head of Departments attend regularly the Board of Studies meeting where after every three years the curriculum is revisited for any amendments. After the curriculum is approved by the Board it is incorporated by the University and then forwarded to the colleges at the time of commencement of the session. The curriculum is reflected in the syllabus provided to the students in the Brochures given to them during admission. The syllabus not only reflects the subject course to be studied but also include the instruction for pattern of Examination. Besides, Curriculum delivery being reflected in the syllabus of different subjects taught in the college, it also gets reflected by Time-table of all the classes. The Minutes of Meeting developed in the board of studies are the curriculum documentation. However, documentation is also reflected in the brochures every year before the commencement of the session.

1.1.2 Certificate/ Diploma Courses introduced during the Academic year

Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development
1 Certificate course in Event Management(3mths) (BBA Dept) 2.Small and Medium Enterprises Course (MSME)(First two semesters BBA Dept.)	1. Small and Medium Enterprises Course (MSME)(First four semesters BBA Dept.)	Initiated for approval by the dept. Approved by Cluster.	YES	YES

1.2 Academic Flexibility

1.2.1 New programmes/courses introduced during the Academic year

Programme with Code	Date of Introduction	Course with Code	Date of Introduction
1.Consumer Affair to be introduced as an Elective 2.Small and Medium Enterprises Course (MSME)(All semesters BBA Dept.) 3. BBA LLB (Five years Integrated Course)	Yet To Begin	NA	NA

1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the Academic year.

Name of Programmes adopting CBCS	UG	PG	Date of implementation of CBCS / Elective Course System	UG	PG
	B.COM				May 2017
BBA				May 2017	
BCA				May 2017	
BCOM Hons'				May 2017	
		M.COM			May 2017

Already adopted (mention the year)			
1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year			
	Certificate	Diploma Courses	
No of Students	Yet To Take Place	Yet To Take Place	
1.3 Curriculum Enrichment			
1.3.1 Value-added courses imparting transferable and life skills offered during the year			
Value added courses	Date of introduction	Number of students enrolled	
Yet To Initiate	Yet to be initiated	Yet to be initiated	
1.3.2 Field Projects / Internships undertaken during the year			
Project/Programme Title		No. of students enrolled for Field Projects / Internships	
Yet to be initiated		Yet to be initiated	
1.4 Feedback System			
1.4.1 Whether structured feedback received from all the stakeholders.			
1) Students	2) Teachers	3) Employers	4) Alumni
5) Parents			
Yes	No	No	Yes
			Yes
1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)			
<p>Feedback forms/formats are designed for the stakeholders. This includes, student feedback, parent's feedback etc. Specific programme feedback is taken to analyze the understanding capability of the students.</p> <p>Feedback about the infrastructural facilities is taken from the students in the general feedback form for improving lab and other facilities. The feedback so obtained is analysed for further improvement and development of the college. Feedback from the parents is taken by interacting with them during parents teachers meet. Feedback as per the prescribed format is also taken from the alumni for suggestions and improvements in the curriculum and other co-curricular activities to expand the scope of academic improvement and excellence. Suggestions are incorporated in syllabus revision, classroom environment, campus discipline etc.</p> <p>From all the feedback forms we are able to make out whether the proper teaching learning process is in place. Also, this process enables the institute to improve the areas wherever necessary. The feedback initiatives undertaken by our institution is thus, a key tool which triggers continuous improvement in the quality of the institution. The institution also has made the students do a SWOT analyses by which the institution is able to gauge the various suggestions and shortcomings from student point of view.</p>			

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CRITERION II -TEACHING-LEARNING AND EVALUATION					
2.1 Student Enrolment and Profile					
2.1. 1 Demand Ratio during the year					
Name of the Programme	Number of seats available	Number of applications received	Students Enrolled		
			Ist	IIIrd	V th
B.Com	1000	Centralized Admission Process	1191	734	549
B.Com Part III			46		
B.B.A	60	Centralized Admission Process	61	58	60
B.C.A	40	Centralized Admission Process	32	25	28
B.Com Hons	35	Centralized Admission Process	44	67	67
M.Com	35	Centralized Admission Process	32	19	Nil
PGDBM	30	No Application Received	0		
2.2 Catering to Student Diversity					
2.2.1. Student - Full time teacher ratio (current year data)					
Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017-18	2962	51	61	Nil	12
2.3 Teaching - Learning Process					
2.3.1 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)					
Number of teachers on roll	Number of teachers using ICT (<i>LMS, e-Resources</i>)	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques used
73*	73*	<ul style="list-style-type: none"> • Projector cum Display system • Smart podium • Audio system • White screens • White board • Podium • Laptops 	4	2	PDF files, PPT, E-books E-journals
*Includes ad-hoc faculty					
2.3.2 Students mentoring system available in the institution? Give details. (maximum 500 words)					
<p>The concept of Mentor-Mentee was not introduced, however the dissemination of information used to take place with making individual faculty as in-charge of all the three blocks(Aurbindo, Zorawar, Ambedkar).</p> <p>In addition, the tutorial system offered a platform where the faculty members interacted with a small group of students normally 10-12 students per group ensuring one to one academic interaction and informal mentoring.</p>					
Number of students enrolled in the institution		Number of fulltime teachers		Mentor: Mentee Ratio	
3013		73*		Ratio has not been accessed.	

2.4 Teacher Profile and Quality				
2.4.1 Number of full time teachers appointed during the year				
No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
43	38+33*	05	NIL	13
*Includes ad-hoc faculty				
2.4.2 Honours and recognitions received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)				
Year of award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies	
	Apfan Ali	Assistant Professor	Member of State Council for Promotion of Urdu language of HED 2018	
2.5 Evaluation Process and Reforms				
2.5.1 Number of days from the date of semester-end/ year- end examination till the declaration of results during the year				
Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester-end/ year- end examination
B.COM	1COM	Semester	Semester I,III & V: 22/11/2017 (I- CLUJ) 24/11/2017 (III JU) 16/12/2018 (V JU) Semester II, IV & VI: 12/04/2018(CLUJ) 14/05/2018 (VI JU) 19/05/2018 (IV JU)	Semester I,III & V: 31/05/2018 (I-CLUJ) 23/05/2018 (III JU) 07/02/2018 (V JU) Semester II, IV & VI: 01/10/18 (I-CLUJ) 11/10/2018 (IV JU) 03/07/2018 (VI)
B.COM Old Course (Part III)	BCG	Year	28/04/2018	14/06/2018
BBA	1BBA	Semester	Semester I,III & V: 22/11/2017(I) 07/12/2017 (III JU) 29/11/2017 (V JU) Semester II, IV & VI: 12/04/2018 26/04/2018 (VI JU) 29/05/2018 (IV JU)	Semester I,III & V: 31/05/2018 (CLUJ) 23/05/2018 (III JU) 07/02/2018 (V JU) Semester II, IV & VI: 01/10/18 (CLUJ) 11/10/2018 (IV JU) 03/07/2018 (VI)

BCA	1BCA	Semester	Semester I,III &V: 22/11/2017 02/12/2017 (III JU) 29/11/2017 (V JU) Semester II, IV & VI: 12/04/2018 28/04/2018 (VI JU) 26/05/2018 (IV JU)	Semester I,III &V: 31/05/2018 (CLUJ) 23/05/2018 (III JU) 07/02/2018 (V JU) Semester II, IV & VI: 01/10/18 (CLUJ) 11/10/2018 (IV JU) 03/07/2018 (VI JU)
B.Com (Hons)	3COM	Semester	Semester I,III &V: 22/11/2017 15/12/2017 (III JU) 29/11/2017 (V JU) Semester II, IV & VI: 12/04/2018 03/05/2018 (VI JU) 05/06/2018 (IV JU)	Semester I,III &V: 07/04/2018 (CLUJ) 23/05/2018 (III JU) 07/02/2018 (V JU) Semester II, IV & VI: 01/10/18 (CLUJ) 11/10/2018 (IV JU) 03/07/2018 (VI JU)
M.Com (PG)	2COM	Semester	Semester I & III : 22/11/2017 (CLUJ) December 2017 (III JU) Semester II & IV: 03/04/2018 (CLUJ)	Semester I & III: 07/04/2018 (CLUJ) 06/04/2018 (III-JU) Semester II &IV: 01/10/18 (CLUJ)

2.5.2 Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

One of the major components of our education system is examination. Our institution has introduced innovative practices to improve the quality and efficiency in the examination system especially in the conduct, administration and evaluation. Student evaluation: multiple and concurrent evaluation tacitly expressed through various information dissemination mechanisms like college calendar is followed by the institute. The college uses the following mechanisms for continuous evaluation of the students:

1. Evaluation through internal tests: internal assessment of the students is carried out as per the regulations and norms of the university. In consultation with the principal and the coordinator, the controller/convener examination prepares the schedule of the internal assessment test for the academic year 2017-18. The schedule contains the date sheet of the internal test, evaluation process, duty schedule to be circulated among staff, notices containing dates of examination, number of sets to be submitted by the concerned teachers. The schedule containing notices and date sheets is then circulated among the faculty members and the same is notified to the students on the notice board and the announcement is also made in the class rooms.
2. Evaluation through university final examination: The cluster university examination or examinations for skill based courses (internal) of university of Jammu are conducted on as per the rules, regulations and guidelines issued by the affiliating university from time to time. The university communication is put up in the notice board for the student information. The students are given detailed information regarding the examination schedule, regulation and evaluation process.
3. Evaluation through assignments: The faculty in charge of courses for which written assignments to be submitted works out and announces the topics for assignments to be written by the students along with deadlines for submission. The quality of the assignments as well as the punctuality in submission of the assignment is the basis for assessment.
4. Evaluation through class room discipline: In order to ensure discipline in the class, a competitive spirit is created among the students by way of recognizing talented students for different academic and co-curricular activities.
5. Evaluation through participation in co-curricular activities: The college encourages the participation of students in all co-curricular activities within the college and conducted by other colleges.
6. Evaluation through flair in report writing and effective presentation: Data gathered by the students from field are reported by preparing reports and then it is thoroughly checked, verified and corrected by the concerned faculty supervisors. Seminar presentation are also a part of the curriculum in most of the courses. Students are guided on topics to prepare and present seminars in the open class, which is judged on merit to award marks for the presentation.

Major evaluation reforms of the university that the institution has adopted and reforms initiated by the college on its

own are as follows:

1. Major revision of syllabus
2. Computerization of examination process
3. Timely conduct of examination and announcement of results.
4. Choice Based Credit System (CBCS) for UG and PG programmes.

Showing answer scripts to student on their demand for better transparency

2.5.3 Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The date for Examination is always mentioned in the Academic Calendar of the College prepared at the commencement of the session. The academic calendar schedules for the commencement and the closure of the semesters along with the dates for End Examination are prepared by the University. The week for internal examinations schedule is given by the University for the Colleges.

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

www.spmrcollege.org

2.6.2 Pass percentage of students

Programme Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
B.Com		543	394	25.69%
BBA		60	58	87.5%
BCA		28	09	36%
B.COM (Honours)		67	67	100%
M.Com (PG)		18	18	100%

2.7 Student Satisfaction Survey

2.7.1 Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<http://www.spmrcollege.org/ccadmin/files/10202125051741.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding Agency	Total grant sanctioned	Amount received during the Academic year
Major projects	Nil	Nil	Nil	Nil
Minor Projects	Nil	Nil	Nil	Nil
Interdisciplinary Projects	Nil	Nil	Nil	Nil
Industry sponsored Projects	Nil	Nil	Nil	Nil
Projects sponsored by the University/ College	Nil	Nil	Nil	Nil
Students Research Projects <i>(other than compulsory by the College)</i>	Nil	Nil	Nil	Nil
International Projects	Nil	Nil	Nil	Nil
Any other(Specify)	Nil	Nil	Nil	Nil
Total	Nil	Nil	Nil	Nil

3.2 Innovation Ecosystem

3.2.1 Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of Workshop/Seminar	Name of the Dept.	Date(s)
1.Symposium on Higher Education system in the post independent era	B.Com Hon's /Integrated M.Com	5-9-2017
2.IIMC event	Carpe Diem: "Digital Marketing"	11/08/2017
3.Extension lecture organised by IIM Calcutta	Digital Economy	12/08/2017
4.One day workshop in coordination with ICFAI Business school, Gurgaon	Digital Marketing	08-09-2017
5.Interactive Session with Ms. Anuradha KAS	Awareness about GST in which 70 students participated	11/09/2017
6.A talk on Wildlife –its Overview ,Threats and Role of Youth in its Conservation	Dept. of EVS	07/10/2017
7.Jaipuria Quiz League	General and Economic Awareness	02/11/2017
8.One Day Seminar on International Saving Day in which the resource person Mr. Kapil Dev Manhas (Research officer , Reserve Bank of India) delivered lecture	Dept. of Economics	03/11/2017

9.Regional Seminar on Financial Education as a part of SEBI's Initiative of spreading Investor Awareness and Promoting Financial Literacy	Dept. of Economics in collaboration with Bombay stock Exchange and ICICI Prudential Mutual Fund	06/02/2018
10.One Day Workshop on EDP (Entrepreneurship Development Programme)	Dept. of Commerce in collaboration with JKEDI	02/04/2018
11'Tourism awareness One day workshop on International saving day	SHTM University of Jammu	4/04/2018
12.An Extension Lecture on the topic "Tourism and Economy" with special reference to J&K State by Suvidha Khanna	School of Hospitality and Tourism Management	06/04/2018

3.2.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category
1. Distinguished HOD award	Dr. Parveen Singh (BCA)	Computer Society of India, CSI, Mumbai Chapter	2017	Higher Education
2. Editorial Board Member of Urdu Research Journal Aala Taleem	Prof. Apfan (Urdu)	Higher Education Dept., Govt. of J&K, No.PSHED/2018 dt.02/09/2017	02/09/ 2017	Higher Education
3. Nodal officer for startup activities (cluster university)	Prof. Bharti Slathia (BBA)			Higher Education
4. Member of State Council for Promotion of Urdu language	Prof. Apfan (Urdu)	Higher Education Department	2018	Higher Education
5. Best paper presentation award in two days national conference ESDR-17 at TBS, Baderwah Campus,	Dr. Preeti Slathia (Commerce)	University of Jammu	08-09 SEPTEMBER 2017	Higher Education
6.Translation of Governor's Address 2018 I Urdu	Prof. Apfan (Urdu)	General Administration Department	1-1-2018	Higher Education
7. Translation of Budget Speech 2018 in urdu	Prof. Apfan (Urdu)	General Administration Department	2018	Higher Education
8. Associated as Programme Coordinator for PMSSS	Prof. Apfan (Urdu)	MAM College	2017-18	Higher Education
9. International	Dr. Sandaya Bhardwaj (English)	UNIVERSITY OF GDANSK, POLAND	8th to 9th June, 2017)	Higher Education

Interdisciplinary Conference on, "Racism, Nationalism and Xenophobia				
3.2.3 No. of Incubation centre created, start-ups incubated on campus during the year				
Incubation Centre	Name		Sponsored by	
NIL	NIL		NIL	
Name of the Start-up				
Nature of Start-up		Date of commencement		
Start Up framed in the College		To motivate students for Start Up, guidelines about Startups (120 participants)		02/12/2017
3.3 Research Publications and Awards				
3.3.1 Incentive to the teachers who receive recognition/awards				
State	National		International	
Nil	Nil		Nil	
3.3.2 Ph. Ds awarded during the year (<i>applicable for PG College, Research Center</i>)				
Name of the Department		No. of Ph. Ds Awarded		
NA		NA		
3.3.3 Research Publications in the Journals notified on UGC website during the year				
	Department	No. of Publication	Average Impact Factor, if any	
National	Dept. of Commerce	02		
	Dept of Urdu	05	X	
International	Dept of English	06		
	Dept. of Economics	01		
	Dept. of BCA	01	X	
	Dept. of commerce	01		
3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year				
Department		No. of publication		
Department of Commerce		02 National/01 International		
Department of Urdu		05 National		
Department of English		01 National		
BBA		01 National		
3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in				

Scopus/ Web of Science or Pub Med/ Indian Citation Index						
Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations
NIL	NIL	NIL	NIL	NIL	NIL	NIL

3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	NIL	NIL	NIL	NIL

3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year :

No. of Faculty	International level	National level	State level	Local level
Attended Seminars/ Workshops	09(Seminars)	1(Seminars)/06(Workshop)	01(Seminar)	01
Presented papers	09	11	NIL	NIL
Resource Persons	NIL	NIL	NIL	NIL

3.4 Extension Activities

3.4.1 Number of extension and outreach programmes conducted in collaboration with industry, community and Non-Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the Activities	Organising unit/ agency/ collaborating agency	Number of teachers co-ordinated such activities	Number of students participated in such activities
1. Ist Future Talk organized by Central University of Jammu	Interaction of students with Mr. Apurva Chamaria Head Corporate Wets-HCL 13/11/2017	4	30
2. An Awareness Programme on Animal Protection and Healthy Food Choice	Dept. of EVS 21/11/2017	2	50
3. Discussion Industrial Policy Initiatives	Various Incentives & Schemes available in the State of J& K were discussed 22/12/2017	2	40
4. GST survey Presentation & Interaction with Mr. Gourav Gupta Secretary Chamber of Commerce & Industry	Presentation by students on GST Survey and Question & Answer session with Mr. Gourav Gupta 12/01/2018	2	100
5. 3 rd Future Talks organized by Cluster University of Jammu	Interaction with Mr. Prasoon Gupta , MD Sadviko Group 22/01/2018	2	100
6. GST Workshop in collaboration with	Awareness about GST & its application	1	25

MSME ,development, Jammu	05/02/2018-09/02/2018		
7. LinkdIn Activity	LinkdIn Local 10/04/2017	02	120
8. Orientation programme	NSS	05	250
9. International literacy day	NSS	05	35
10. Gandhi Jayanti	NSS	05	50
11. General Health awareness Programme	NSS	05	50
12. Rashtriya Ekta Divas	NSS	05	100
13. Winter Camp on the theme “youth against Drug addiction”	NSS	05	20
14. Vanmahostav Day	NSS	05	40
15. Kargil Matyr’s Day	NSS	05	100
16. NSS Day	NSS	05	100
17. Blood Donors Felicitation Day	NSS	05	100
18. Swachta Pakhwara	NSS	05	25
19. Swachta Hi Sewa	NSS	05	100
20. Prakaram Parv	NSS	05	100
21. International Youth day	NSS	05	100
22. Cleanliness drive in the college campus 11/10/2017	NSS	05	100
23. Two-day general health awareness programme among the locals of canal road and Krishna nagar residents about the diseases like Dengue, Cholera and water borne diseases. 9/10/2017 to 10/10/2017	NSS	06	150
24. A visit to adopted slum area i.e. lower Dhounthali	Health awareness programme 3-10-2017	2	40
25. A visit to adopted slum area i.e. lower Dhounthali “Awareness for health and hygiene” 1-1-2018	NSS	2	50
26. A visit to adopted village Rambagh Phallian Mandal (the adopted village) Nukkad Natak on the theme “Youth against drug”	NSS	2	50

1-1-2018			
27. Rally from Govt. SPMR college campus to GMC, Bakshi Nagar for drug awareness 1-1-2018	NSS	2	120
28. Winter camp on the theme "Youth Against Drug Addiction" 27-12-2017 to 2-1-2018	NSS	2	40

3.4.2 Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the Activity	Award/recognition	Awarding bodies	No. of Students benefited
Nil	Nil	Nil	Nil

3.4.3 Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/ agency/ collaborating agency	Name of the activity	Number of teachers coordinated such activities	Number of students participated in such activities
Gender Issues	Govt. College for Women, Parade	Awareness Programme	04	400
Cleanliness drive in the slum area adopted by college "Yogdaan Dijiyee Shram Daan Kijiye"	30/12/2017 to 31/12/2017	Awareness Programme	02	40
Swachh Bharat Summer Internship-2018 at adopted Village Phalin Mandal Wall paintings, Door to door awareness compaigns , Nukkad nataks, Swachhata rallies, Movie screening, Development of Compost Pits, Awareness Lectures on solid waste management, etc.	25/05/2018 - 10/06/2018	Awareness Programme	02	30

3.5 Collaborations

3.5.1 Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of Activity	Participant	Source of financial support	Duration
Students academic and cultural exchange programme under PMSSS at GNDU, Amritsar	20	Department of Higher Education, J&K Govt.	2 days

3.5.2 Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the year				
Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration (From-To)	Participant
Interface with industrial/corporate organization	Internship project work	Both private and public industries	4-6 weeks	BBA final year students
3.5.3 MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year				
Organisation	Date of MoU signed	Purpose and Activities	Number of students/teachers participated under MoUs	
NIL	NIL	NIL	NIL	

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES			
4.1 Physical Facilities			
4.1.1 Budget allocation, excluding salary for infrastructure augmentation during the year			
Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development		
3480000	3217489		
4.1.2 Details of augmentation in infrastructure facilities during the year			
Facilities	Existing	Newly added	
Campus area	3.72 acres	0	
Class rooms	36	0	
Laboratories	04	0	
Seminar Halls	03	0	
Classrooms with LCD facilities	01	0	
Classrooms with Wi-Fi/ LAN	01	0	
Seminar halls with ICT facilities	0	0	
Video Centre	0	0	
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	73	1	
Value of the equipment purchased during the year (Rs. in Lakhs)		1.37 lacs	
Others		4.68 lacs	
4.2 Library as a Learning Resource			
4.2.1 Library is automated {Integrated Library Management System -ILMS }			
Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation

Nil	Nil	Nil	Nil			
4.2.1 Library Services:						
	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	30116	NIL	534	Rs. 287165	30650	NIL
Reference Books		NIL				NIL
e-Books	NIL	NIL	NIL	NIL	NIL	NIL
Journals	NIL	NIL	NIL	NIL	NIL	NIL
e-Journals	NIL	NIL	NIL	NIL	NIL	NIL
Digital Database	NIL	NIL	NIL	NIL	NIL	NIL
CD & Video	NIL	NIL	NIL	NIL	NIL	NIL
Library automation	NIL	NIL	NIL	NIL	NIL	NIL
Weeding (Hard & Soft)	NIL	NIL	NIL	NIL	NIL	NIL
Others (specify)	NIL	NIL	NIL	NIL	NIL	NIL

4.3 IT Infrastructure

4.3.1 Technology Upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available bandwidth (MGBPS)	Others
Existing	75	4	01	0	0	0	1	100 MBPS	0
Added	0	0	0	0	0	0	0	0	0
Total	75	4	01	0	0	0	1	100 MBPS	0

4.3.2 Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS

4.3.3 Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Nil	Nil

4.3.4 E-content developed by teachers such as: e-PG-Pathshala, CEC (under e-PG-Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the	Name of the module	Platform on which	Date of launching e -
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teacher		module is developed	content
Nil	Nil	Nil	Nil

4.4 Maintenance of Campus Infrastructure

4.4.1 Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
3.00 Lacs	2.87 lacs	13.80 Lacs	13.80 Lacs

4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (*maximum 500 words*) (information to be available in institutional Website, provide link)

The infrastructure pertaining to physical, academic and support facilities in college are regularly maintained to ensure that they are of maximum benefit to the students as well as staff. The college ensures optimal allocation and utilization of the available financial resources for maintenance and upkeep of different facilities by holding regular meetings of various committees constituted for this purpose and using the grants received the college as per the requirements in the interest of students.

For maintenances of library infra-structure and facilities the library committee and administration have been given the responsibility to purchase, procure books and other materials, as per the recommendations received from the departments of the colleges.

The office of the principal decides about purchasing necessary IT equipments as per recommendations received from the departments of the colleges and the administrative office of the college. IT facilities are maintained by computer skilled personnel of the college and they also take the responsibilities of periodic up-gradations of the IT resources. 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.

The college has a splendid playground for outdoor games like volleyball court, kabbadi court, and Kho-Kho court. Students also brought laurels to the college by participating in various sports tournaments. Regarding the maintenance of sports equipment the college sports in charge is deputed. The necessary goods and sports articles are purchased by the office of the principal as per the recommendations of the sports incharge. Some of the sports items like table tennis, carom board etc. are kept in the sports block and given out for use of students under the monitoring of the Sports in charge.

The maintenance of classrooms is a regular exercise. The cleanliness of classrooms is ensured by a group of Grade -IV workers and sweepers. After the admission process in every semester it is ensured that all the classrooms have adequate desks, fans, electrical appliances etc. The purchase committee makes the purchases after approval from the Principal. Upkeep of all facilities and cleanliness of environment in boys' hostel is maintained through Hostel committee. Outsourcing is done for the maintenance of wooden, furniture, electrification, and plumbing. Maintenance of the water cooler and water purifier is done regularly.

CRITERION V - STUDENT SUPPORT AND PROGRESSION

5.1 Student Support

5.1.1 Scholarships and Financial Support

	Name /Title of the scheme	Number of students	Amount in Rupees
Financial support from institution	Financial Aid	16	6,000/ Per Student

Financial support from other sources			
a) National	1. Central Sector scheme of scholarship 2. Post Matric Scholarship	216	10,000/= Per Student
b) International	-	-	

5.1.2 Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
1 Soft Skills BBA -It skills for Managers -Personality Development and communication skills -Soft skills For Business (BCOM Hons) -Seminar Presentation -Business Communication -Report Writing -E-Commerce -Business Case Studies -Entrepreneurship BCA -PROGRAMMING -Internet and web technology M.com <ul style="list-style-type: none"> • Brand Management • Customer Relationship Management • Organisational Theory & Behaviour • Entrepreneurial Skill Development • Financial Statement Analysis • Security Analysis &Portfolio Management • Industrial Relations &Labour laws • Consumer Behaviour & Marketing Research • Logistics & Supply Chain Management • Strategic Marketing • Financial Decision Analysis International Finance	MAY 2017	431	COLLEGE

5.1.3 Students benefited by guidance for competitive examinations and career counselling offered by the

institution during the year					
Year	Name of the scheme	Number of benefited students by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
2017-18	1.Regional Seminar on Financial Education as a part of SEBI's Initiative of spreading Investor Awareness and Promoting Financial Literacy 2. One Day Workshop on EDP (Entrepreneurship Development Programme)	NIL	1. 50 2. 70	NIL	NIL

5.1.4 Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	No. of grievances redressed	Average number of days for grievance redressal
NIL	NIL	NIL

5.2 Student Progression

5.2.1 Details of campus placement during the year

On campus			Off Campus		
Name of Organizations Visited	Number of Students Participated	Number of Students Placed	Name of Organizations Visited	Number of Students Participated	Number of Students Placed
NIL	NIL	NIL	NIL	NIL	NIL

5.2.2 Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to
2017	51	B.COM,BBA,BCA	B.COM,BBA,BCA	Jammu University, Jammu etc.	M.COM, MBA, MCA

5.2.3 Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	No. of Students selected/ qualifying	Registration number/roll number for the exam

NET	NIL	NIL
SET	NIL	NIL
SLET	NIL	NIL
GATE	NIL	NIL
GMAT	NIL	NIL
CAT	NIL	NIL
GRE	NIL	NIL
TOFEL	NIL	NIL
Civil Services	NIL	NIL
State Government Services	NIL	NIL
Any Other	NIL	NIL

5.2.4 Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Participants
1.Football,Kho-kho,TT,Chess,VollyBall,Kabadi ,Judo,Wrestling and Annual Athletics Meet -09 2.Sports Championship 3. Football,Kabadi,Lawn Tennis,BasketBall,Handball,Boxing,WeightLifting and Annual Athletics Meet 4.Inter University Tournaments	1.Intercollege 2.State Inter Universities 3. Intercollege Tournament 4.Inter University Tournaments	1.113 2. 20 3.203 4.25

5.3 Student Participation and Activities

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

Year	Name of the award/ medal	National/ International	Sports	Cultural	Student ID number	Name of the student
2017-18	NIL	NIL	NIL	NIL	NIL	NIL

5.3.2 Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Student Body was not constituted because of the systemic changes in the college. As the college became a constituent college of Cluster University of Jammu.

5.3 Alumni Engagement

5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words): NO

5.3.2 No. of registered enrolled Alumni: NIL

5.3.3 Alumni contribution during the year (in Rupees) : NIL
5.3.4 Meetings/activities organized by Alumni Association : NIL

CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT
6.1 Institutional Vision and Leadership
6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 500 words)
Principal is the administrative head of the college and all powers of college administration and drawing and disbursing powers as per J&K Govt. Financial Code and Civil Service Rules are vested with him, but the overall functioning of the college has been decentralized. The college administration encourages the culture of participative management involving all staff members in the overall functioning of the college. 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. 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. Apart from these committees, Principal also forms some other committees for carrying out any specific tasks.
6.1.2 Does the institution have a Management Information System (MIS)? Yes/No/Partial:
No
6.2 Strategy Development and Deployment
6.2.1 Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):
❖ Curriculum Development Govt. SPMR College of Commerce is the constituent college of Cluster University of Jammu, so all decisions regarding the curriculum development are taken by the university in Board of Studies meetings held annually in each subject which the college statutorily follows. Many teachers from the college are members of these university designated curriculum/course development/revision committees.
❖ Teaching and Learning The college administration has encouraged all the teachers to make use of ICT tools in the teaching learning process to make the teaching easy, understandable and result oriented. The faculty members shifted to online mode of teaching during the Covid-19 pandemic and college was able to complete the syllabi well in time. The college also organizes workshops, lectures and seminars/webinars regularly for students and teachers.
❖ Examination and Evaluation Both minor and major exams are conducted by the college as per the set norms of Cluster University of Jammu under CBCS pattern. All the minor assessment sheets and internal major sheets are evaluated by the college faculty and result is displayed on the college notice board. All queries of the students are addressed before uploading the marks on the university portal. A separate examination section has been created in the college to address the concerns and difficulties of the students.
❖ Research and Development No doubt the generation of new knowledge is important for a progressive society, but being an affiliated and

undergraduate college, it does not carry any research activity.

❖ **Library, ICT and Physical Infrastructure / Instrumentation**

Every year all the departments procure books for the college library as per the prescribed syllabus and need of the students. College has initiated the process of library automation and storing capacity has also been enhanced with addition of Almirahs.

❖ **Human Resource Management**

The process of recruitment and transfer for teaching and non-teaching staff is regulated by the government agencies/ departments. Teachers are encouraged and permitted to participate in general and specific training programmes like induction programmes, refresher courses, faculty development programmes and workshops.

❖ **Industry Interaction / Collaboration**

The placement cell of the college is collaborating with the industry for grooming personality and placement purposes. Moreover, the students of BBA & B.Com. Hon's have to go for field work in any industrial/trading/service organization for at least six weeks for project work during 5th and 6th semester. They prepare the project report under the guidance of their guide and submit three copies of the same for evaluation. The Principal of the college appoints a two member committee (one internal & one external) with 3 years of teaching experience for the assessment of this report.

❖ **Admission of Students**

Centralised admission process both merit and entrance based is adopted by the Cluster University of Jammu through online mode in every academic session for admission to the 1st semester of all the programmes. Students are required to pass at least 50 percent credits for their admission to the 5th semester. Multiple checks have ensured a dispute and grievance free admission.

6.2.2 : Implementation of e-governance in areas of operations:

❖ **Planning and Development**

The college is in the process of developing an online feedback system which will be utilized to take feedback from students, teachers, alumni and parents regarding teaching learning process and college infrastructure. Suggestions will also be invited from them for continuous improvement.

❖ **Administration**

The college administration has taken many steps for developing paperless work culture in the campus. All the staff members are required to mark their attendance through AEBAS or face recognition based attendance twice a day. Official Whatsapp group and email has been created by the Principal for dissemination of information regarding meetings/ decisions taken and staff also make use of these online services to apply for leave etc.

❖ **Finance and Accounts**

The accounts section of the college make use of IT-based JKPAYSYS launched by government in order to bring transparency, reduce errors and lessen the workload. GEM is used for making online purchases.

❖ **Student Admission and Support**

A centralized well-structured online admission process is in place by using the university portal.

❖ **Examination**

Students fill their examination forms, can download admit cards and access their results online on the university portal.

6.3 Faculty Empowerment Strategies

6.3.1 Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
	NIL	NIL	NIL	NIL

6.3.2 Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non-teaching staff)
NIL	NIL	NIL	NIL	NIL	NIL

6.3.3 No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	Date and Duration (from – to)
Refresher Course	02	09-11-2017 to 29-11-2017
	01	04-09-2017 to 25-09-2017
Workshop	01	27-02-2018

6.3.4 Faculty and Staff recruitment (no. for permanent/fulltime recruitment):

Teaching		Non-teaching	
Permanent	Fulltime	Permanent	Fulltime/temporary

All recruitments are made by the government recruiting agencies of Jammu and Kashmir.

6.3.5 Welfare schemes for

Teaching	All rules and procedures applicable to government employees of Jammu & Kashmir UT apply to the employees of this college also.
Non teaching	-DO-.
Students	College provides financial aid to the orphan/poor students which are not covered under any scholarship scheme of the Central/UT governments. 32 students were provided financial aid during 2018-19. The Cluster University provides insurance cover against accidents to enrolled students through General Insurance Company on the payment of nominal fee as a component of admission fee

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly (with in 100 words each)

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.

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

Name of the non government funding agencies/ individuals	Funds/ Grants received in Rs.	Purpose
NIL	NIL	NIL

6.4.2 Total corpus fund generated Nil

6.5 Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	University	Yes	College
Administrative	Yes	AG office	Yes	College

6.5.2 Activities and support from the Parent – Teacher Association (at least three) / PARENT SUPPORT -NIL

6.5.3 Development programmes for support staff (at least three) NIL

6.5.4 Post Accreditation initiative(s) (mention at least three)

6.5.5

- a. Submission of Data for AISHE portal : (Yes)
- b. Participation in NIRF : (Yes)
- c. ISO Certification : (No)
- d. NBA or any other quality audit : (No)

6.5.6 Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from---to----	Number of participants
2017	IQAC coordinated with placement cell and organized Carpe Diem: “Digital Marketing” with IIM Calcutta	11.08.2017	11 to 12.8.2017	57
2017	* IQAC in Collaboration with Placement cell conducted quiz competition with Jaipuria Institute Of Management “Jaipuria Quiz League”	07.10.17	07.10.2017	
2017	* IQAC in Collaboration with BBA	11.09.2017	11.09.2017	70

	Department organized Interactive Session with Ms. Anuradha KAS on Awareness about GST			
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CRITERIONVII –INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period (from-to)	Participants	
		Female	Male
A symposium on the topic “Sexual Harassment of Women’s at Workplace-Prevention and Control	13/10/2018	50	25

7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:
Percentage of power requirement of the College met by the renewable energy sources
Shifting from using conventional bulbs to LED bulbs

Bulbs are replaced by LED bulb

7.1.3 Differently abled (Divyangjan) friendliness

Items Facilities	Yes/No	No. of Beneficiaries
Physical facilities	No	NIL
Provision for lift	No	NIL
Ramp/ Rails	No	NIL
Braille Software/facilities	No	NIL
Rest Rooms	No	NIL
Scribes for examination	Yes	2
Special skill development for differently abled students	No	NIL
Any other similar facility	No	NIL

7.1.4 Inclusion and Situatedness

Enlist most important initiatives taken to address locational advantages and disadvantages during the year

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff
2017	1	1	20 th November	An awareness programme on Animal Protection and Healthy Food Choice	Issues involving animal cruelty were discussed	50
2017	1	1	7th October	A talk on “Wildlife-its Overview, Threats	Wildlife Protection	50

				and Role of Youth in its Conservation”		
2017	1	1	September and October	Rally against drug addiction	Awareness on harmful consequences of drug addiction	60
2017	1	1	August	Plantation drive- 48 sapling planted	To create awareness and promote sustainable and safer environment	55
2018	1	1	2nd April	One day workshop on Entrepreneurship Development Programme in collaboration with JKEDI Jammu.	Creating awareness regarding entrepreneurship and developing entrepreneurial skills	70
2018	1	1	6th April	Extension lecture on the topic “Tourism and Economy” with special reference to J&K state	Importance of Tourism in Indian Economy as well as opportunities and challenges in tourism industry	70

7.1.5 Human Values and Professional Ethics

Code of conduct (handbooks) for various stakeholders

Title	Date of Publication	Follow up (maximum 100 words each)
Cluster University of Jammu - Act, Statutes and Regulation	December 2017	The code of conduct for students is drafted and published in college prospectus (in page no. 28 under the heading “Certain Rules and Regulations to be observed by the students”) as well as in Cluster University of Jammu -Act, Statutes and Regulation under “Chapter 13”. Principal of the college informs the code of conduct, highlighting discipline in the orientation programme. The college also has discipline committee and anti-ragging committee which look after the overall conduct of the students.

7.1.6 Activities conducted for promotion of universal Values and Ethics

Activity	Duration (from-----to-----)	Number of participants
Republic Day	26 th January, 2018	7
Gandhi Jayanti	2 nd October, 2017	5

7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Solid waste management- Compost facility 2. Polythene Free Campus 3. Increase in plantation 4. Swachh Bharat Summer Internship-2018 at adopted Village Phalin Mandal 5. Students and Staff are motivated to use public transportation.

7.2 Best Practices

Describe at least two institutional best practices

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

Practice 1: Awareness regarding relevance of economics in day-to-day life

Economics play an important role in our day-to-day life. Studying economics enable the students to understand the past, present & future models and apply them to societies, government, business and individuals. Although the subject economics has been included in the academic course curriculum, the college regularly organizes different events to impart practical knowledge to the students which further enhances their skills. In this context, one day seminar on International Saving Day and regional seminar on financial education to spread awareness regarding investor awareness & promoting financial literacy were organized by Department of Economics. In addition, extension lecture on Tourism & Economy and workshops on Entrepreneurship Development Programme were organized by Department of Commerce. Quiz contests were also organized relating to general and economic activities to create awareness regarding different economic aspects.

Practice 2: Greater Attention to Sports

Govt. SPMR College of Commerce over the years has always maintained a stunning record in the field of sports. These sporting achievements touched new heights in the academic year 2017-18 when the athletes representing the college excelled remarkably in a number of inter-college tournaments comprising different sports. As the college was transitioning from its affiliation with the University of Jammu to the Cluster University of Jammu the college athletes participated both in the inter-college sports events organized by the University of Jammu and the newly established Cluster University of Jammu. The college bagged winning trophies in Football(men), Kho-kho(men), Table-tennis(men), Chess(women), Gold medal wrestling(women), two silver and two bronze medals in Judo(men). Runner-up trophies in Volley ball(men) and Kabbadi(men) that made the College top the list of winning achievements in sports under the Cluster University of Jammu in the academic year. In the inter-college sports competitions held by the University of Jammu the College again excelled brilliantly by coming out as the Overall Championship Winner with 9 Gold, 4 Silver and 2 Bronze medals, Championship trophy in Kabaddi(men), Lawn Tennis(men). Runners-Up trophy in Football(men), Basketball(men), Handball(men). One Gold medal and one bronze medal in weight-lifting (men). Two silver and three bronze medals in Boxing(men). The College Football men's team also won the Health State Football Championship with a cash prize of Rs 50000. In addition, 45 players of the college participated in the inter-university tournaments organized by different universities of the country.

7.3 Institutional Distinctiveness

Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust
Provide the weblink of the institution in not more than 500 words

Govt. SPMR College of Commerce, which was previously affiliated with University of Jammu, became one of the constituent colleges of Cluster University of Jammu in the year 2017 (Page 26; Point 47 in Statute Cluster University of Jammu, 2017). This affiliation led to various reforms in the institution such as introduction of tutorials, online centralized admission system, more focus on research oriented approach, and so on.

The interactive teaching is all about instructing the students in a way that they are actively involved with their learning process. For such interactive learning, the tutorials were introduced in the academic curriculum wherein small groups of 10-12 students were made and they were asked to interact with each other. The informal teacher-student interaction was also done wherein the teachers encouraged the students to be active members of the class, to think on their own, use their brains, identify their strengths and

weaknesses, develop freedom of expression, team spirit etc.

The affiliation with Cluster University of Jammu has also benefitted a lot of student communities. Once the student gets admitted in the college, he/she is able to generate his/her profile in the University website. The students can get information regarding their marks whenever it is uploaded on the site. In case, if there is any discrepancy, he/she can inform the principal or concerned examination in-charge to get it rectified. Further, students are also shown their answer sheets to determine whether they are satisfied with the marks provided or not.

To promote academic research, courses on research have been introduced in B.Com (Hons.) and M.Com. Although research work was also carried out during the college affiliation with University of Jammu at B.Com (Hons.) level, but after becoming constituent college of Cluster University of Jammu, more research related courses were introduced.

8. Future Plans of action for next academic year (500 words)

--IQAC plans to propose the introduction of skill-based courses in the field of Accounting, Taxation, Banking and Finance.
--IQAC plans to enhance the teaching-learning process by purchasing necessary IT equipments
---IQAC plans for automation of Library.
---IQAC plans to organize extension activities to provide an effective platform to student community for their holistic development.
---IQAC proposes beautification of campus.

Name _____

Name _____

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

