



## **YEARLY STATUS REPORT - 2020-2021**

### **Part A**

#### **Data of the Institution**

##### **1. Name of the Institution**

**SWARGIYA BISHWANATH SINGH SHARMA  
MAHAVIDYALYA**

- Name of the Head of the institution **Dr. Lakshman Jha**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
  
- Phone no./Alternate phone no. **06243358110**
- Mobile No: **9472807696**
- Registered e-mail **principalsbsscollege@gmail.com**
- Alternate e-mail **sbsscollegebegusarai@gmail.com**
- Address **NH-31, Subhash Chowk**
- City/Town **Begusarai**
- State/UT **Bihar**
- Pin Code **851101**

##### **2. Institutional status**

- Affiliated / Constitution Colleges
- Type of Institution **Co-education**
  
- Location **Urban**

- Financial Status

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

- Name of the Affiliating University **Lalit Narayan Mithila University Datbhanga**
- Name of the IQAC Coordinator **Dr. Amit Kumar Gunjan**
- Phone No. **9430016420**
- Alternate phone No. **06243358110**
- Mobile **8887578004**
- IQAC e-mail address **amitkgunjan@gmail.com**
- Alternate e-mail address **sbsscollegebegusarai@gmail.com**

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

[www.sbsscollegebegusarai.com/aqar.php](http://www.sbsscollegebegusarai.com/aqar.php)

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

**Yes**

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

[www.sbsscollegebegusarai.com/collage\\_routine.php](http://www.sbsscollegebegusarai.com/collage_routine.php)

**5. Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>B</b>	<b>2.06</b>	<b>2016</b>	<b>16/12/2016</b>	<b>15/12/2021</b>

**6. Date of Establishment of IQAC**

**10/08/2013**

**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
<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>

**8. Whether composition of IQAC as per latest NAAC guidelines**

**Yes**

- Upload latest notification of formation of IQAC

[View File](#)

**9.No. of IQAC meetings held during the year** 1

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

- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

**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)**

1. IQAC held its own meeting with the members of the Committee apart from separate meetings with different stakeholders of the Institution eg the faculty members, alumni, students, non-teaching staff members to discuss the ongoing academic activities and improving the overall ambience of the institution.
2. Collection of Feedback from all the stakeholders viz. Students, Teachers and Non teaching staff were completed.
3. To motivate the faculties for applying for Research grants from UGC and other funding agencies and also motivate the faculties to participate in seminars, workshops, Orientation and refresher courses.
4. IQAC took the lead to promote the development and application of e-content development and Learning Management System (LMS).
5. Installation of new CCTV cameras for better safety and security.

**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
To strengthen learning outcomes of programmes, pedagogical strategies and training programmes, need emphasis	Amid the challenging period during pandemic, LMS based e-teaching - learning and pedagogical strategies adopted. The institution is working on developing its own LMS for effective online teaching learning as a Start up project.
Digitalization of admission process	Digitalization of admission process has been completed.
Enabling institution to upgrade teaching support system with respect to technological possession	Achieved to a greater extent.
Making effort to ensure RUSA grant which was denied to our institution due to some technical reasons in last financial year.	Meeting of Principal Held with appropriate authorities to find an amicable solution.
Construction of UGC sponsored women's hostel	Done

13.Whether the AQAR was placed before statutory body?

- 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**

<b>1.Name of the Institution</b>	<b>SWARGIYA BISHWANATH SINGH SHARMA MAHAVIDAYALYA</b>
• Name of the Head of the institution	<b>Dr. Lakshman Jha</b>
• Designation	<b>Principal</b>
• Does the institution function from its own campus?	<b>Yes</b>
• Phone no./Alternate phone no.	<b>06243358110</b>
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• Pin Code	<b>851101</b>

**2.Institutional status**

• Affiliated / Constitution Colleges	
• Type of Institution	<b>Co-education</b>
• Location	<b>Urban</b>
• Financial Status	<b>UGC 2f and 12(B)</b>
• Name of the Affiliating University	<b>Lalit Narayan Mithila University Datbhanga</b>
• Name of the IQAC Coordinator	<b>Dr. Amit Kumar Gunjan</b>

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• if yes, whether it is uploaded in the Institutional website Web link:	<a href="http://www.sbsscollegebegusarai.com/college_routine.php">www.sbsscollegebegusarai.com/college_routine.php</a>									
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Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount						
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• Upload latest notification of formation of IQAC	<a href="#">View File</a>									
<b>9. No. of IQAC meetings held during the year</b>	1									
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes									

<ul style="list-style-type: none"> <li>• If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>
<ul style="list-style-type: none"> <li>• If yes, mention the amount</li> </ul>	
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>	
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<p>2. Collection of Feedback from all the stakeholders viz. Students, Teachers and Non teaching staff were completed.</p>	
<p>3. To motivate the faculties for applying for Research grants from UGC and other funding agencies and also motivate the faculties to participate in seminars, workshops, Orientation and refresher courses.</p>	
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Construction of UGC sponsored women's hostel	Done
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	
Year	Date of Submission
2021	24/02/2022
15.Multidisciplinary / interdisciplinary	

**16.Academic bank of credits (ABC):****17.Skill development:****18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)****19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):****20.Distance education/online education:****Extended Profile****1.Programme**

1.1

20

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

File Description

Documents

Data Template

[View File](#)**2.Student**

2.1

12871

Number of students during the year

File Description

Documents

Data Template

[View File](#)

2.2

5248

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

File Description	Documents
Data Template	<a href="#">View File</a>

2.3

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

### 3.Academic

3.1

Number of full time teachers during the year

File Description	Documents
Data Template	No File Uploaded

3.2

Number of Sanctioned posts during the year

File Description	Documents
Data Template	No File Uploaded

### 4.Institution

4.1

13

Total number of Classrooms and Seminar halls

4.2

70 Lakh

Total expenditure excluding salary during the year (INR in lakhs)

4.3

10

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**

Our college is a constituent unit of L.N. Mithila University, Darbhanga hence, curriculum planning is done by the University by taking the help of faculty members of our institution. Their expertise has been sought by the esteemed institution. So far implementation of the curriculum is concerned it is done at our level. As per the advice and instruction of the University different departments and teachers concerned implement the curriculum and maintain lessonplan and progress-register which is further supervised by the heads of the department and the Principal of the college. The documentation is being done on the attendance of the students to ensure regularity in the discourse of teaching-learning. All efforts have been taken to carry out the implementation of the curriculum for the academic benefit of the students.

File Description	Documents
Upload relevant supporting document	<b>No File Uploaded</b>
Link for Additional information	<b>Nil</b>

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

Swargiya Bishwanath Singh Sharma Mahavidyalaya, Begusarai is a constituent unit of Lalit Narayan Mithila University, Darbhanga. We are strictly following the University calendar for admission and examination. For leave also, we are following the leave calendar given by the University

File Description	Documents
Upload relevant supporting documents	<b>No File Uploaded</b>
Link for Additional information	<b>Nil</b>

**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.**

**D. Any 1 of the above**

**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**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<b>No File Uploaded</b>
Any additional information	<b>No File Uploaded</b>

**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**

**0**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
Minutes of relevant Academic Council/ BOS meetings	<b>No File Uploaded</b>
Institutional data in prescribed format (Data Template)	<b>No File Uploaded</b>

**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	<b>No File Uploaded</b>
Brochure or any other document relating to Add on /Certificate programs	<b>No File Uploaded</b>
List of Add on /Certificate programs (Data Template )	<b>No File Uploaded</b>

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

0

**1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
Details of the students enrolled in Subjects related to certificate/Add-on programs	<b>No File Uploaded</b>

**1.3 - Curriculum Enrichment**

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

The college is conscious about the cross cutting issues such as gender discrimination, environment and sustainability, human values and professional ethics. It runs many courses that are related with holistic development of the students such as Hindi, English, Sanskrit, Maithili and Urdu Literatures, Home Science, Economics, Sociology, Political Science, Psychology, AIH & Culture, History, Philosophy, Commerce and Science etc. We also organize many activities such as gender equity, plantation, health check up and blood donation camps, water conservation, AIDS Awareness Rally, celebration of anniversaries of the great personalities to inculcate such values among the students. The ragging is strictly prohibited.

File Description	Documents
Any additional information	<b>No File Uploaded</b>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<b>No File Uploaded</b>

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

0

File Description	Documents
Any additional information	<b>No File Uploaded</b>
Programme / Curriculum/ Syllabus of the courses	<b>No File Uploaded</b>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<b>No File Uploaded</b>
MoU's with relevant organizations for these courses, if any	<b>No File Uploaded</b>
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<b>No File Uploaded</b>

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

**Nil**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<b>No File Uploaded</b>

### 1.4 - Feedback System

<b>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders</b> <b>Students</b> <b>Teachers</b> <b>Employers</b> <b>Alumni</b>	<b>A. All of the above</b>
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File Description	Documents
URL for stakeholder feedback report	<b>No File Uploaded</b>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<b>No File Uploaded</b>
Any additional information(Upload)	<b>No File Uploaded</b>

<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>A. Feedback collected, analyzed and action taken and feedback available on website</b>
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File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
URL for feedback report	<b>Nil</b>

## 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 sanctioned seats during the year

**18351**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
Institutional data in prescribed format	<a href="#"><u>View File</u></a>

#### 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

File Description	Documents
Any additional information	<b>No File Uploaded</b>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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

**The college identifies slow and advance learners, the earnest efforts are being made to improve the prospect of slow learners by continuously motivating and inspiring them. The Tutor Ward (Mentor-Mentee) system helps to lift up the slow learners. The institution offers following Special Programmes for slow and advance learners in order to improve their learning levels and skills:**

### Special Programmes for Slow learners

- Study Material and Question Bank
- Book Bank Facility
- Brain Activity
- Group Discussions on Critical Topics
- Class Room Test and Extra Assignments

### Special Programmes for Advance learners

- Book Bank Facility
- Appreciation of Meritorious Students by Awarding Special Incentives
- Career Guidance
- Use of ICT for Encouragement
- Group Discussion and Seminars
- Projects and Assignments
- Academic Guidance Talks, Seminars and Workshops

File Description	Documents
Link for additional Information	<b>Nil</b>
Upload any additional information	<b>No File Uploaded</b>

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

Number of Students	Number of Teachers
Nil	Nil
File Description	Documents
Any additional information	<b>No File Uploaded</b>

## 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

The teachers use skill based methods such introducing, demonstrating, citing examples and exceptions, hypothesizing, reporting, conjecturing, conforming, contrasting, explaining, elaborating and concluding. The experimental learning develops highlighting or emphasizing, prompting to encode different entities as equivalent among learners and also provides models to emulate and opportunities for performance to the learners. The following Methods have been adopted.

### Experimental Learning

- Skills Oriented Program
- Field Visits
- Industrial Visits
- Power Point Presentation and Videos
- Video Lectures Available on Internet
- Practical as Required

### Participative Learning

- e-Learning
- Group Discussions
- Student Seminars
- Formation of Students' subject wise clubs/association
- Interaction with Alumni
- Poster Presentation.
- Method of Attempting Questions in Examination.
- Field Visits and Educational Institute Visits.

### Problem Solving Methods

- Home Assignments
- Projects

- Library
- Communication Skills Development
- Question Answer Session.

File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
Link for additional information	<b>Nil</b>

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

**The use of ICT creates readiness in the learner for participating in the learning experience. ICT tools provide clarity, precision and accuracy of the information processed. It is used in the development, organization and summarizing phases of the topic. It brings world events to the classroom and helps in promoting interrelationships and assessing learning outcomes. It is a very high supporting factor for the teaching learning process. The following ICT based Teaching-Learning Methods are adopted by the college.**

#### **ICT based Teaching-Learning Methods:**

- Demonstration by using Audio, Video, Charts, and Models.
- Creating Study Group to Share the Knowledge.
- Power Point presentation
- Using Google Meet and Zoom app.

Classrooms are well equipped with ICT infrastructure mentioned as under:

- LCD Projector
- Wi-Fi Facility
- Electric Podium
- Smart Board

File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<b>Nil</b>

**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**

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<b>No File Uploaded</b>
Circulars pertaining to assigning mentors to mentees	<b>No File Uploaded</b>
mentor/mentee ratio	<b>No File Uploaded</b>

**2.4 - Teacher Profile and Quality**

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

**15**

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<b>No File Uploaded</b>
Any additional information	<b>No File Uploaded</b>
List of the faculty members authenticated by the Head of HEI	<b>No File Uploaded</b>

**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**

**11**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
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)	<b>No File Uploaded</b>

### **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**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<b>No File Uploaded</b>

### **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.

**The college follows the pattern of the University by preparing Academic Calendar in order to conduct Seminars, Group Discussion, Home Assignments, and Projects. The calendar brings transparency in internal assessment and is robust in terms of frequency and mode for it is open to all and informs the same agenda to all. It helps students to prepare before the time of the event. It gives them sufficient time to study the given unit of the syllabus.**

**In order to implement all academic, co-curricular and extracurricular activities proposed during the session, an academic calendar is prepared and uploaded on the college website.**

**The events proposed in academic calendar are reviewed in the staff council meeting and the report thereof is placed before the CDC for information and necessary suggestions.**

**The college publishes the news of success stories in the newspapers which generalizes the informatics of the events**

organized as the stakeholders get glimpse of events organized and to provide suggestion for improvement.

File Description	Documents
Any additional information	<b>No File Uploaded</b>
Link for additional information	<b>Nil</b>

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

#### Programme Outcomes

- B. A. : Sense of Conduct, Life Skills, Human Values,
- B. Com.: Business Ability, Sense of Economics.
- B. Sc. : Environmental Consciousness, Soft Skills, Technical Skills, Scientific Aptitude
- Library: Knowledge Resource Center, Reading Ability, Research Aptitude..

#### Course Outcomes

- English: Communication, Employability Skills, Comprehensive Power, Drafting Skills, Composition Power, Language Command
- Literature: Creative Thinking, Imagination, Societal Ethics, Human Values, Research Aptitude
- Mathematics : Mathematical Ethics,
- Chemistry : Analytical Approach,
- Physics : Repair of Electrical Appliances
- Botany : Tree Conservation and Preservation.
- Zoology : Bio-diversity,
- Commerce ; Global Knowledge, Professional Ethics.
- Political Science: Human Rights, Civilization, Leadership.

File Description	Documents
Any additional information	<b>No File Uploaded</b>
Link for additional information	<b>Nil</b>

#### 2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Programme outcomes enclose a broad spectrum of knowledge, skills, abilities, and attitudes that students acquire during their graduate courses. College offers a number of programmes in Science, Humanities, Commerce, each of them with unique and well-defined outcomes. The specific learning outcomes of various courses are built into the curriculum of each discipline and are available on the university website.

Common learning outcomes are:

College has created an ecosystem for learning beyond the classroom through numerous other co-curricular and extracurricular activities.

Students are taught to identify, formulate, and analyse real life problems and to reach valid conclusions using basic principles of their subjects.

We empower students to become teachers, entrepreneurs, scientists, soldiers, and administrators.

**Mechanism of communication of Programme and Course Outcomes:**

The college has well-designed and effective mechanisms to communicate programme and course outcomes to all stakeholders, which are:

Fresh applicants can get the requisite information from the college website as well as from the prospectus.

At the time of admission, the Counselling Cell and Students' Help Desk also apprise students of what to expect from various courses. The outcomes of courses are clearly outlined during the common orientation day followed by department orientation organised on the opening day of each academic session.

File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
Paste link for Additional information	<b>Nil</b>
Upload COs for all courses (exemplars from Glossary)	<b>No File Uploaded</b>

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

**The attainment of programmes and course outcomes are evaluated by the following measures:**

**Direct Measures:**

- There are various methodologies decided by the teachers as per program guidelines such as presentations, practical and viva etc.
- The external examiners set the annual practical/viva-voce question papers so that course outcomes can be tested as per the University guidelines.
- The University declares the results after final examinations. After declaration, the results of each course are analysed and discussed in departmental as well as in the staff council meeting. The teachers give their comments and suggestions for further improvements.

**Indirect Measures:**

- The engagement of students in various co-curricular and extra curricular activities such as lab work and extracurricular activities indicate the outcome of their curricular learning.
- Our alumni and students who opted for higher education and employment also indicate the attainment of learning outcomes.

File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
Paste link for Additional information	<b>Nil</b>

**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**

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<b>No File Uploaded</b>
Upload any additional information	<b>No File Uploaded</b>
Paste link for the annual report	<b>Nil</b>

**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.sbscollegebegusarai.com/naac\\_report.php](https://www.sbscollegebegusarai.com/naac_report.php)

**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)**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
e-copies of the grant award letters for sponsored research projects /endowments	<b>No File Uploaded</b>
List of endowments / projects with details of grants(Data Template)	<b>No File Uploaded</b>

**3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year**

**3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

File Description	Documents
List of research projects and funding details (Data Template)	<b>No File Uploaded</b>
Any additional information	<b>No File Uploaded</b>
Supporting document from Funding Agency	<b>No File Uploaded</b>
Paste link to funding agency website	<b>Nil</b>

**3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year**

**3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year**

File Description	Documents
Report of the event	<b>No File Uploaded</b>
Any additional information	<b>No File Uploaded</b>
List of workshops/seminars during last 5 years (Data Template)	<b>No File Uploaded</b>

**3.2 - Research Publications and Awards**

**3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year**

**3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

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

**3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year**

**0**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
List books and chapters edited volumes/ books published (Data Template)	<b>No File Uploaded</b>

**3.3 - Extension Activities**

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

The college tries to promote a meaningful and sustained rapport between the college and community. The social cohesiveness of the college is maintained through extended activities. Various activities are organized under the NSS programme like environment protection, managing mental stress, filaria awareness programme, blood donation camp. Such outreach programmes help students to understand the community and offer selfless service. All important days related to National personalities and occasions are also celebrated in the college from time to time. Coping strategies in new normal was the focal point taken care of by various committees and activities. Students develop leadership & team work skills and become more attuned to working amongst population of varying socio economic status. The activities blend community service goals and formal/informal educational goals.

Outcome :- These activities provide career and job orientation, bridging the knowledge gap between the college and community, providing opportunities to students to develop marketable work skills as well as to understand the lab to land approach.

**International Womens Day**

**NCC, NSS**

**8**

115

**NCC Day**

NCC

6

123

**International Yoga Day**

NSS, NCC

9

116

**Awareness on National Voters Day**

NCC, NSS

9

136

**AIDS Awareness Drive**

NCC, NSS

10

127

**Swachh Bharat Pakhwara**

NCC, NSS

5

185

**World Environment Day**

NCC, NSS

5

223

**Covid Awareness Programme**

NCC, NSS

11

276

**PLANTATION**

NCC, NSS

10

147

**BLOOD DONATION CAMP**

NCC, NSS, ROTARY BLOOD BANK

11

115

File Description	Documents
Paste link for additional information	<b>Nil</b>
Upload any additional information	<b>No File Uploaded</b>

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

**3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year**

0

File Description	Documents
Any additional information	<b>No File Uploaded</b>
Number of awards for extension activities in last 5 year(Data Template)	<b>No File Uploaded</b>
e-copy of the award letters	<b>No File Uploaded</b>

**3.3.3 - 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**

**3.3.3.1 - 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**

**15**

File Description	Documents
Reports of the event organized	<b>No File Uploaded</b>
Any additional information	<b>No File Uploaded</b>
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

**3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year**

**3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

**2547**

File Description	Documents
Report of the event	<b>No File Uploaded</b>
Any additional information	<b>No File Uploaded</b>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**3.4 - Collaboration**

**3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year****2**

File Description	Documents
e-copies of linkage related Document	<b>No File Uploaded</b>
Details of linkages with institutions/industries for internship (Data Template)	<a href="#"><b>View File</b></a>
Any additional information	<b>No File Uploaded</b>

**3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year****3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year****0**

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<b>No File Uploaded</b>
Any additional information	<b>No File Uploaded</b>
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<b>No File Uploaded</b>

**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.**

**1 Higher education is the key to fulfill intensive and extensive knowledge requirements for research and development. In order to create and enhance the infrastructure that facilitates effective teaching and learning, the policy is framed according to the strength of students in different streams. The infrastructural enhancement is liberally funded on need base and on the availability of the funds. The college has adopted techniques to**

make teaching more effective. Apart from this, facilities like Wi-Fi, Internet, computer lab and an enriched library are available in the institution to encourage and assist students in learning. 13 Classrooms, 1 Staff rooms, 1 Conference Hall, 1 Computer Lab, 1 Common room, 1 Canteen have been constructed by the college. A number of steps have been taken to renovate classrooms, lab, office etc. to improve the effectiveness of teaching and other academic activities. The classrooms have the provisions of LCD projectors, portable LCD projector, multimedia learning tools, interactive board, Wi-Fi connectivity and internet access.

**Seminar Hall:** The college has one well-equipped seminar hall. This hall is regularly used for conducting college, state and national level seminars. The students are regularly encouraged for active involvement in paper presentations, group-discussions etc.

**Laboratories-** The Departments of Botany, Chemistry, Physics, Zoology, Psychology, Home Science have well equipped labs.

**Library** -The College has a rich library which contain a reading room with reference books, magazines, periodicals, newspapers for both students and staff members. The reading room is also equipped with computers with internet facility.

File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
Paste link for additional information	<b>Nil</b>

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

**The college has adequate facilities for cultural activities, sports, games (indoor, outdoor).**

The college has a big hall where cultural activities are conducted. It organizes various competition like debate, elocution, poetry recitation, essay competition, quizzes etc. in the indoor hall while dance, theatre activities, vocal music competitions, mehendi and rangoli are organized. Thus, despite having limited physical infrastructure the college strives to make optimum utilization of these resources. Sports, cultural and academic activities are planned in such a manner as to put to optimum usage of the available playgrounds, halls, etc.

The college also holds regular Yoga classes for students and interested teachers in the hall during morning hours.

The college has NSS unit which conducted several programmes like : Gender Issue, Swachch Bharat Abhiyan, AIDS Awareness, International women's Day, World Tobacco Prohibition Day.

Sports is an integral part of the college to ensure the proper physical development of students. Since the inception of the college, students have participated in different types of games and have touched different levels of success as sportspersons. We have playground for outdoor games like volleyball, badminton, basketball, kabaddi and kho-kho. Facilities for indoor games like chess, carom etc, are provided to students in the college campus only.

File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
Paste link for additional information	<b>Nil</b>

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

**2**

**4.1.3.1 - Number of classrooms and seminar halls with ICT facilities**

**2**

File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
Paste link for additional information	<b>Nil</b>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<b>No File Uploaded</b>

**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)

File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
Upload audited utilization statements	<b>No File Uploaded</b>
Upload Details of budget allocation, excluding salary during the year (Data Template)	<b>No File Uploaded</b>

**4.2 - Library as a Learning Resource**

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

**The College is under process to register Integrated Library Management System (ILMS) .**

File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
Paste link for Additional Information	<b>Nil</b>

<b>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</b>	<b>E. None of the above</b>
--	-----------------------------

File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<b>No File Uploaded</b>

**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)**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
Audited statements of accounts	<b>No File Uploaded</b>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<b>No File Uploaded</b>

#### **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**

**55**

File Description	Documents
Any additional information	<b>No File Uploaded</b>
Details of library usage by teachers and students	<b>No File Uploaded</b>

#### **4.3 - IT Infrastructure**

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

**The college frequently updates its IT facility in order to facilitate the teaching learning process.**

**The wi-fi facility is provided through out the campus.**

**The computer configuration is updated frequently.**

**LCD Projectors are installed.**

**Due to Covid-19, teachers held online classes and also participated in various seminars, conferences, workshops, meetings etc in online mode.**

File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
Paste link for additional information	<b>Nil</b>

**4.3.2 - Number of Computers**

20

File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
Student – computer ratio	<b>No File Uploaded</b>

**4.3.3 - Bandwidth of internet connection in the Institution****B. 30 – 50MBPS**

File Description	Documents
Upload any additional Information	<b>No File Uploaded</b>
Details of available bandwidth of internet connection in the Institution	<b>No File Uploaded</b>

**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)**

File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
Audited statements of accounts.	<b>No File Uploaded</b>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<b>No File Uploaded</b>

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.

**The college has made adequate arrangements for the maintenance and upkeep of the college infrastructure. The Principal, on the basis of the prospective development plan, proposes the infrastructural augmentation needs to the concerned authorities. The college**

development fund is utilized for maintenance and minor repairs of furniture and equipments. An effective monitoring system, through various committees, ensures the optimal utilization of budget allocated. We have a building as well as maintenance committees to oversee the requirements of the entire campus headed by the Principal with teachers and some office staff as members. Annual maintenance and repair of the infrastructure is taken care of by the college in a systematic manner. Day to day maintenance is carried out by the staff appointed for cleaning and maintenance of the building. The computers and electronic devices are maintained and repaired through the funds available in the college. The college has one efficient technical assistant who carries out the maintenance and calibration of computers and laptops in the college. Services of an electrician, carpenter and plumber are available as per requirement. Maintenance of generators is done by the service provider. Aquaguards and multi-functional printers are under annual maintenance contracts.

File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
Paste link for additional information	<b>Nil</b>

## 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

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<b>No File Uploaded</b>
Upload any additional information	<b>No File Uploaded</b>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<b>No File Uploaded</b>

**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**

File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Data Template)	<b>No File Uploaded</b>

**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**

**C. 2 of the above**

File Description	Documents
Link to institutional website	<b>Nil</b>
Any additional information	<b>No File Uploaded</b>
Details of capability building and skills enhancement initiatives (Data Template)	<b>No File Uploaded</b>

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

70

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

70

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

**5.1.5 - The Institution has a transparent 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**

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

**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**

File Description	Documents
Self-attested list of students placed	<b>No File Uploaded</b>
Upload any additional information	<b>No File Uploaded</b>

**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**

File Description	Documents
Upload supporting data for student/alumni	<b>No File Uploaded</b>
Any additional information	<b>No File Uploaded</b>
Details of student progression to higher education	<b>No File Uploaded</b>

**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**

File Description	Documents
Upload supporting data for the same	<b>No File Uploaded</b>
Any additional information	<b>No File Uploaded</b>

**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.**

File Description	Documents
e-copies of award letters and certificates	<b>No File Uploaded</b>
Any additional information	<b>No File Uploaded</b>
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<b>No File Uploaded</b>

**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 )**

**The college endeavors to promote physical and mental faculties of students, through various committees consisting both of faculty and students in order to promote the all-round development of students. These committees encourage students' participation in diverse extracurricular as well as co-curricular activities . In the pandemic scenario of 2020-21, the College constituted COVID Task Force to provide physical, mental and emotional support to students. Various committees of the college worked together to fulfill the purpose. In view of the demand of the students, COVID Task Force organized cultural programmes as well.**

File Description	Documents
Paste link for additional information	<b>Nil</b>
Upload any additional information	<b>No File Uploaded</b>

**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**

File Description	Documents
Report of the event	<b>No File Uploaded</b>
Upload any additional information	<b>No File Uploaded</b>
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))	<b>No File Uploaded</b>

#### 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 is actively working on establishing an active registered Alumni Association. Although, the college is in regular connect with local M.P, M.L.A, Government Officials, University Professors and Heads, V.C., Pro.V.C., Principals of numerous colleges, Bankers, Retired/On Duty Army personals and others. Due to Covid 19, the college is not able to work on this in a systematic way.**

File Description	Documents
Paste link for additional information	<b>Nil</b>
Upload any additional information	<b>No File Uploaded</b>

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

**E. <1Lakhs**

File Description	Documents
Upload any additional information	<b>No File Uploaded</b>

### 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

The governance of the institution is reflective of and in tune with the vision and mission of the Institution. The college follows its vision and mission to serve better for students. The governance of the college matches vision and the mission of the college. In the last eight years the college marched towards progress in its all dimensions. We succeeded in attracting students not only from this district but also from bordering districts. Number of students increased tremendously. The college has also taken steps for improving teaching-learning and infrastructure of the college.

#### MISSION :

To provide quality education to all students irrespective of any discrimination and socio-economic status to uplift the society as a whole. To maintain excellent academic standard through innovation and

effective teaching learning method in a joyful environment under Offline and Online Medium. To mold the student as a golden citizen. To create a learner-friendly environment to make learning a joyful and fruitful experience. To foster scientific skills and academic excellence in this rural area.

#### VISION

Empowerment of common rural students through quality education to meet the global challenges at the lowest cost.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<b>No File Uploaded</b>

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

We understand that a leadership has to prove itself through achievements in fronts of the organization. Ours college is one institution imparting higher Education to learners with a purpose to make ready useful and enthusiastic citizens by achieving the set goals. This cannot be possible with a leader. The principal acts as a companion, guide, mentor, associate, helper and leader. These roles are fulfilled by constituting committees that work on

behalf of head of the institution. This impact is the formal arrangement for running the institution smoothly. These committees' co-ordinate and monitor internal management of the college efficiently. A good leader is the one, who set goals and then realize those goals with the help of subordinates around him. All goals should be clear and feasible. All functionaries of the college are given such responsibilities that they have to act as leaders in one or the other programs. The institution has formed a number of activity committee and one leader from every committee has been given the responsibility of forming a working calendar for that committee and then putting that calendar into action. Sports activities like Badminton also promote leadership qualities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<b>No File Uploaded</b>

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

**Teaching and Learning :** To consider organizing of Induction class at the beginning of each session.

**Admission of Students :** The admission process is highly structured. It uses the University admission portal.

**Library, ICT and Physical Infrastructure / Instrumentation :** All the facilities are available to students and they are encouraged to use the facilities for maximum benefit. All steps have been taken by the college to ensure quality improvement in the library, ICT and physical infrastructure and instrumentation. The college has a well developed library with a good numbers of Text books, reference books, journals and periodicals. So far ICT is concerned the college has a computer lab with high speed internet facility which were used by the students and faculty members.

File Description	Documents
Strategic Plan and deployment documents on the website	<b>No File Uploaded</b>
Paste link for additional information	<b>Nil</b>
Upload any additional information	<b>No File Uploaded</b>

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.

The Principal is the academic and administrative Head of the institution. He heads all the committees of the college as chairman. The Principal, IQAC and Planning Board prepared the road map of development of the college and articulate guidelines to manifest qualitative improvement in teaching and learning environment with ethos to achieve academic excellence. The Principal is the chairman of IQAC, which plays a pivotal role in ensuring effective communication and requisite networking with various stakeholders.

The various committee like "Development and Building Committee", "Purchase Committee" "Heads Committee" etc comprised of the faculty members are actively involved in decision making process.

Development and Building Committee approves development projects, while Purchase Committee approves the proposals pertaining to purchase of various items like equipment, instruments, furniture etc. The Heads Committee is entrusted the responsibilities of devising logistics for successful implementation of academic activity plan.

File Description	Documents
Paste link for additional information	<b>Nil</b>
Link to Organogram of the Institution webpage	<b>Nil</b>
Upload any additional information	<b>No File Uploaded</b>

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

**C. Any 2 of the above**

**Support Examination**

File Description	Documents
ERP (Enterprise Resource Planning) Document	<b>No File Uploaded</b>
Screen shots of user interfaces	<b>No File Uploaded</b>
Any additional information	<b>No File Uploaded</b>
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<b>No File Uploaded</b>

**6.3 - Faculty Empowerment Strategies**

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

**Welfare schemes available for teachers and non-teaching staffs are :**

- Employees Credit Society
- One day salary of every employee is given to death of a working employee to his/her family.
- There is a provision to give salary advance for marriage of daughter or medical emergency purpose as per requirement of employee.

All employees of the college avail the above three schemes.

File Description	Documents
Paste link for additional information	<b>Nil</b>
Upload any additional information	<b>No File Uploaded</b>

**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	<b>No File Uploaded</b>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<b>No File Uploaded</b>

**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**

**0**

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	<b>No File Uploaded</b>
Reports of Academic Staff College or similar centers	<b>No File Uploaded</b>
Upload any additional information	<b>No File Uploaded</b>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<b>No File Uploaded</b>

**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**

File Description	Documents
IQAC report summary	<b>No File Uploaded</b>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	<b>No File Uploaded</b>
Upload any additional information	<b>No File Uploaded</b>
Details of teachers attending professional development programmes during the year (Data Template)	<b>No File Uploaded</b>

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

**For assessment of employees skill, adeptness, knowledge, ability and job performance, the performance appraisal system is an important tool. As the college is a constituent unit of Lalit Narayan Mithila University, Darbhanga, it follows the appraisal system as per the guidance and mandate of the university. The faculty members get promotion after satisfactory performance appraisal. Appraisals are made on a number of parameters.**

**Non-teaching employee's performance appraisals are also made as per the university guidelines.**

File Description	Documents
Paste link for additional information	<b>Nil</b>
Upload any additional information	<b>No File Uploaded</b>

#### 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**

**Internal audits are carried annually after the end of the financial year. In addition to it external audit is done by the university auditors.**

File Description	Documents
Paste link for additional information	<b>Nil</b>
Upload any additional information	<b>No File Uploaded</b>

#### **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	<b>No File Uploaded</b>
Any additional information	<b>No File Uploaded</b>
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<b>No File Uploaded</b>

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

The college prepares the budget in the beginning of the year which is sent to the University for their approval. After the approval is obtained the college carries out the expenditure by following the due process. The college has a provision of statutory audit. The auditor is appointed by the University. At the end of the financial year, the audit is conducted by the statutory auditor. The audited statement is submitted to the University office in time. There are no major objections in the audit report. The college is not in receipt of any other financial assistance.

File Description	Documents
Paste link for additional information	<b>Nil</b>
Upload any additional information	<b>No File Uploaded</b>

#### **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

IQAC, College Administration and teachers remain in constant interaction with the students. IQAC organized e- sanvad/ interaction with the students to seek their views , opinions and discuss their problems to modify strategies and plan of action accordingly. There is a fair representation of students in various bodies, committees, various cells in this college presence of students in various committees help teachers and administration in assessing requirements, implementation and monitoring. Activities of the student council and representatives of students on academic and administrative bodies/Committees of the institution. The following academic and administrative bodies have students representatives:

(i) IQAC (ii)Anti Ragging Committee (iii) Students Union (iv) Administrative wings of NCC and NSS. The college has active student union whose members are elected. The student union of the College has been allocated a separate room with requisite facilities. The representative character of students union defines its roles and responsibilities. It is a facilitator between college and the students. It raises the issues of the students at various platforms and in the committees of the college and senate of the university. It helps in maintaining disciplines, organizing seminars, workshops, cultural activities like Yuva Mahotsava, holding of annual sports etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<b>No File Uploaded</b>

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

**Institutional reviews and implementation of teaching learning reforms are:**

- The Academic Committee suggests required measures to be taken to reform academic matters and records their implementation.
- To cater to the specific needs on the basis of students' abilities, the IQAC has chalked out a detailed feedback mechanism for the teaching and non-teaching staff along with

the students.

#### Structures of Operations and Incremental Improvement:

- Mechanism to enhance the ability of Slow learners has been developed by encouraging them to be more interactive, increase their participation in group activities etc. Nurturing their soft skills, co-option in various committees is done.
- Advanced learners get attention and recognition in academic spaces and extra-curricular activities. Cultural and academic societies encourage them to participate in inter-college, inter-state, national, and international competitions.
- The students are always encouraged to make extensive use of Information and Communication Technology (ICT) tools like YouTube videos to update themselves in accordance with the modern academic and co-curricular standards.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

**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**

File Description	Documents
Paste web link of Annual reports of Institution	<b>Nil</b>
Upload e-copies of the accreditations and certifications	<b>No File Uploaded</b>
Upload any additional information	<b>No File Uploaded</b>
Upload details of Quality assurance initiatives of the institution (Data Template)	<b>No File Uploaded</b>

## 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

The college provides an adequate platform to students so that they can create social value and merge their personal development with the social responsibilities. Emphasis is laid upon the translation of the theoretical aspects into practicality in this highly competitive and dynamic environment. The numerous social issues such as drug abuse, sex crime, gender, inequality, sanitation etc. addressed by the college have been successfully met with.

File Description	Documents
Annual gender sensitization action plan	<b>Nil</b>
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	<b>Nil</b>

<b>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</b>	<b>C. Any 2 of the above</b>

File Description	Documents
Geo tagged Photographs	<b>No File Uploaded</b>
Any other relevant information	<b>No File Uploaded</b>

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

The college is conscious of its responsibility for preserving and sustaining the environment. The students of Environmental Water management and Environmental sciences are accorded projects to carry green audit so that the natural resources are optimally used. They carry air monitoring, water monitoring.

The energy is conserved by making optimum use of electricity. The campus street lights have been replaced with LED bulbs. • The efforts are being made to install solar panel on roofs of some building in shadow free zone. • Many buildings have water harvesting units. • The college has plain topology therefore construction of check dam is not required. • The college campus is green and every year trees are planted and botanical gardens of the college helps in reducing the carbon. • The college has a number of vermin composting units and a phytoremediation unit to manage waste management. • At our place, there is no Centre for disposal and recycling of e-waste. The college has launched several awareness programme related environmental sustainability and cleanliness. We arrange programs on Earth Day, World Environment

Day, World Wildlife Day, Earth Day, Sparrow Day etc.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<b>No File Uploaded</b>
Geo tagged photographs of the facilities	<b>Nil</b>
Any other relevant information	<b>No File Uploaded</b>

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction

**B. Any 3 of the above**

**of tanks and bunds Waste water recycling  
Maintenance of water bodies and distribution  
system in the campus**

File Description	Documents
Geo tagged photographs / videos of the facilities	<b>No File Uploaded</b>
Any other relevant information	<b>No File Uploaded</b>

**7.1.5 - Green campus initiatives include**

<b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b>	<b>C. Any 2 of the above</b>
<ol style="list-style-type: none"> <li><b>1. Restricted entry of automobiles</b></li> <li><b>2. Use of Bicycles/ Battery powered vehicles</b></li> <li><b>3. Pedestrian Friendly pathways</b></li> <li><b>4. Ban on use of Plastic</b></li> <li><b>5. Landscaping with trees and plants</b></li> </ol>	

File Description	Documents
Geo tagged photos / videos of the facilities	<b>No File Uploaded</b>
Any other relevant documents	<b>No File Uploaded</b>

**7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution**

<b>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following</b>	<b>B. Any 3 of the above</b>
<ol style="list-style-type: none"> <li><b>1. Green audit</b></li> <li><b>2. Energy audit</b></li> <li><b>3. Environment audit</b></li> <li><b>4. Clean and green campus recognitions/awards</b></li> <li><b>5. Beyond the campus environmental promotional activities</b></li> </ol>	

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<b>No File Uploaded</b>
Certification by the auditing agency	<b>No File Uploaded</b>
Certificates of the awards received	<b>No File Uploaded</b>
Any other relevant information	<b>No File Uploaded</b>

<b>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</b> <b>5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</b>	<b>A. Any 4 or all of the above</b>
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File Description	Documents
Geo tagged photographs / videos of the facilities	<b>No File Uploaded</b>
Policy documents and information brochures on the support to be provided	<b>No File Uploaded</b>
Details of the Software procured for providing the assistance	<b>No File Uploaded</b>
Any other relevant information	<b>No File Uploaded</b>

<b>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).</b>
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<b>Inclusive ambience social harmony, cultural assimilation, regional and liniuistic equality are sacrosanct principles of the college regularly organises awareness program, related to these issues. IQAC of the college plays pivotal role to conduct such program. These principles are inherent in our vision.</b>
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Our motto is to prepare our students to face new challenges of the inexorable march of technology, solving growing demands and aspiration of the society in unlocking and harnessing new knowledge and innovative ideas, building cultural understanding and modeling environment that promote dialogue and debate. We believe that "we cannot always build future for youth but we can build youth for future"

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<b>No File Uploaded</b>
Any other relevant information	<b>No File Uploaded</b>

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

**In our college we espouses the cause for a folding human values, professional ethics, and constitutional obligation including fundamental rights, duties and directive principles.**

File Description	Documents
Details of activities that inculcate values; necessary to render students into responsible citizens	<b>No File Uploaded</b>
Any other relevant information	<b>No File Uploaded</b>

**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**

**A. All of the above**

File Description	Documents
Code of ethics policy document	<b>No File Uploaded</b>
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	<b>No File Uploaded</b>
Any other relevant information	<b>No File Uploaded</b>

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

**The college celebrates Independance Day, Republic Day, Earth Day, World Environmental Day, World Wild Life Day, Bihar Prithwi Diwas, International Womens Day, etc.**

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<b>No File Uploaded</b>
Geo tagged photographs of some of the events	<b>No File Uploaded</b>
Any other relevant information	<b>No File Uploaded</b>

## 7.2 - Best Practices

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

**1. Directing Youthful Exuberance towards Welfare of the Society:**  
 Since beginning of 2020 till date, we have passed through unprecedented tumultuous and tormenting phase. To keep our students in good health and mentally sound and alacrious. Recognising the fact that youths are future of the Nation and their prodigious amount of energy, enthusiasm and exuberance can be purposefully directed towards Welfare of the Society. This is accomplished through meticulous planning of NSS and NCC wings of the College. Besides launching awareness programs on various issues of social and environmental significance, plantations, blood donation camps, organising free health check-up, gender issues yoga etc. The College endeavours hard to inculcate and

embed the sense of social responsibility towards the holistic development of the society. Therefore to address this issue, various initiatives are undertaken by the College to impart trainings and envisage programs for welfare of the society.

**2. Nurturing the potential of students and empowering them to build future for themselves :** Students are greater resource with enormous potential of bringing transformation in the society. They are not only the means for development of financial prosperity but also a vector of Social Change. We strive our best to encourage our students to take charge of treading tumultuous path on their own by transforming their attitudes, beliefs, strengthening their self- esteem, self- efficacy and confidence.

File Description	Documents
Best practices in the Institutional web site	<b>No File Uploaded</b>
Any other relevant information	<b>No File Uploaded</b>

### 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

Our vision statement delineates and nurture hopes that students of our college would have knack for solving growing demands of the society, germinate innovative ideas and would model environment to face global sustainability challenges. We believe that "We can build youth for future" In consonance with the above statement our R D activities are oriented towards amelioration of the society through arsenic and fluoride mitigation strategies in drinking water of Bihar and extension activities. The ultimate goal of meaningful scientific researches and efforts are to solve societal problems and to develop and model technological and scientific marvels towards benevolence of the society. Arsenic and fluoride contaminations in drinking water are rampant and wide prevalent in Bihar. Following essence of the Vision and Mission statement, the college has focused its R D activities towards the benefits of the society. An international project entitled "Project INNOWATER Evolvement of Novel and Rapid Monitoring sensor in rural settings of Bihar" is a novel attempt in this direction. The Mitigation strategies pertaining to Arsenic and Fluoride contaminations have been widely acclaimed nationally and internationally. The college has installed an Arsenic filtration unit to be operated through solar energy. Simultaneously, awareness campaigns on clean drinking water are being carried.

File Description	Documents
Appropriate web in the Institutional website	<b>No File Uploaded</b>
Any other relevant information	<b>No File Uploaded</b>

#### 7.3.2 - Plan of action for the next academic year

Even under the trying circumstances of due to the pandemic, we endeavoured hard with unflinching resolve to cope up with the precarious situation and delivered our best to the students . In this period we learnt the lesson that strengthening and augmenting of digital infrastructures is as much important as the physical infrastructures. Our College through its persistent efforts continue to make inexorable march towards attainment of its goals to provide quality education, develop requisite infrastructures, equip students with essential scruples and skill to compete in diverse global environment and to achieve excellence in higher education. Future plan for next academic year outlining actions is as follows:

1. To strengthen and augment digital infrastructures and to expedite the process of automation.
2. To introduce PG Programme and some vocational courses.
3. To follow up and expedite the establishment of a new Computer Centre and to convert it into a community Computer Centre.
4. To involve and encourage more and more students to enroll for MOOC and certificate courses like Coursera, IIRS- ISRO, Spoken Tutorials, NPTEL-SWAYAM, etc.
5. To organise workshops, seminar, conferences, debates, quizzes, poster exhibitions etc.
6. To intensify plantation of medicine and useful plants like Neem trees etc. and to organise more and more eco-friendly activities pertaining to green initiatives.
7. To renovate gardens and fields and to construct more water harvesting units, drain systems.
8. To strengthen the Alumni Association.
9. To increase frequency of Industry - Academia interactions for

**enhancing employability of the students.**

**10. To promote sports and cultural activities.**