

SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

B.S.K. COLLEGE, BARHARWA

**A.T - JHIKTIYA , P.S- RANGA , P.O-BINDUDHAM VIA PATHNA , DIST.-
SAHIBGANJ**

816110

www.bskcollegebarharwa.com

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NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

The Self Study Report is a document of visionary innovation, improvement and renovation and the utilization of resources available, applied to link higher education to skill, knowledge and bread and to turn the youth to national energy. In terms of global threats and challenges, competence and existence, the higher education has come out now with plans and programmes for the institutions to impart need based and quality education. The SSR reflects the efforts of a college intended to achieve performance, competence and excellence and to prove itself, more fitting and serviceable to young India. And in this missionary voyage, B. S. K. College, Barharwa is preparing itself for the accreditation by National Assessment and Accreditation Council (NAAC). The document has been prepared with utmost sincerity and honesty to the best of our knowledge and belief. This report of self introspection has been fashioned in two parts in the follow up of the instructions laid down by NAAC. The 1st part comprises (a) Profile of the college (b) Criterion wise inputs and (c) Profile of the departments and the 2nd part consists of (A) Executive Summary (B) Criterion wise evaluation report (C) Evaluative report of the departments and (D) A declaration by the head of the institution.

B. S. K. College, Barharwa, is a 4th phase constituent unit of S.K.M. University, Dumka (Jharkhand). The college was established with a clear vision and mission. The main objective of the college is to contribute to the transformation of prevailing social conditions so that values enshrined in the constitution of India; social justice, equality of opportunity, democratic freedom .to all, tolerance and respect to all religions may be brought closer to realization, opening up to the people of our country with special emphasis on Jharkhand for greater possibilities of the existence of real human beings. The institution is aware of dimensions and quality of education keeps on changing with time and the quality cannot be assessed by a single yard stick. The college can serve best by imparting education, inculcating moral values and motivating young minds to researches and services to mankind.

Vision

B. S. K. College, Barharwa was established with a vision to impart education to youth of the socially and economically backward area stretched between the districts of Sahibganj and Pakur and to bring them in to main stream of the society. Our sages, philosophers and the scientists took education in terms of truth, beauty and knowledge, necessary for every man and woman. It moulds one to be more human and social and national, competent and globally viable. We are working on the plans and policies of the UGC, RUSA and Higher Education and Department to generate and strengthen national energy. Among sages, philosophers, scientists and the scholars, Swami Vivekanand, Rabindra Nath, Sarvapall Radhakrishnan and Dr. A. P.J. Abdul Kalam are the prominent figures whose theories caused renaissance, renovation and regeneration and paved path for the emergence of India, a developing force in the world. To achieve competence, self-confidence and excellence by imparting value based education, using technology and translating the transformational impacts to feed the needs in the timeline and see India a global force is the vision. The College is in a continuous & rigorous efforts to provide the opportunity of Higer Education to all the youth of locality.

Mission

B.S.K. College, Barharwa on way to Performance, Competence & Excellence is a lone link to higher education, between the ST, SC, OBC & Minority dominated and socioeconomically backward districts of Sahibganj & Pakur. The college is dedicated to open a profile connecting education to bread and knowledge through performance, competence and quality education. The course of Information Technology under the scheme of Community college/NSQF of UGC shall offer opportunities of value base education and employment to the youth of the backward area. By using technology and skill, the college aspires to transform the youth energy to national energy. The faculties of Arts, Science and Commerce & Professional Courses like I.T, BCA, BBA and B. Lib. and Information Science with mission and vision are sincere and serious to inculcate ability and skill and to cater the needs in terms of individual, social and national. The main objective of the college is to build up skilled human resource instilled with scientific zeal and enable the youth to face the contemporary challenges. The institution in the follow up of the guidelines of the curricular aspects is vowed to generate civilized and skilled force of citizens. Role of the Advisory Committee and the Staff Council in achieving the vision and mission of the institution is significant. Resolutions of these two bodies are communicated to the students through class room notice, prospectus and college magazine.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- * **Community College with available facility of Information Technology (B. Voc)**
- * Good student strength
- * Six Smart classes
- * Library books with Journals and Magazines.
- * INFLIBNET
- * Language Lab
- * IT / Computer Lab
- * Well equipped Laboratories
- * Honours in twenty three (23) number of subjects.
- * Six teachers are having publication.
- * National, State and International level seminars attended by some teachers
- * Library with INFLIBNET Facility
- * Computerized Fee Collection System
- * Online Payment Gate way
- * Student Management System
- * PFMS
- * Good University result
- * Hostel facility
- * Self Financed Programmes: BBA, BCA and B. Lib & Information Science
- * National seminar and Workshop conducted
- * Bank facility
- * Post Office
- * Health Centre
- * Gymnasium
- * Conference Hall

- * Garden
- * Research Centre
- * Mineral Drinking Water
- * Boys' Common Room
- * Musical Instruments
- * Yoga Centre
- * EVS & MOOCs as inter disciplinary subjects
- * Smart Classes (6)
- * Santhal Academy
- * NSS
- * Botanical Garden
- * Auditorium
- * Separate Toilet for Boys & Girls
- * Girls' Common Room
- * Information Technology
- * Workshop for IT
- * Mast Light
- * Document Camera
- * IQAC
- * Sports

Institutional Weakness

Faculties have rare National and International Publications.

National and International Exposure of Faculties are not satisfactory.

Percentage of outcomes is needed to be improved.

Lack of research facility for the award of Ph. D. degree No P. G. teaching

Institutional Opportunity

- **Opportunity for the students to go for higher studies after completion of Honours Courses.**
- **To be employed after completion of graduation.**
- **Opportunity of learning skills of spoken English, Interview and Group Discussion.**
- **Students and teachers may learn the skill of mushroom cultivation & earn accordingly.**
- **The college provides the facility of research on the impurities of ground water.**

Institutional Challenge

To introduce skill development and add-on courses.

To implement latest teaching-learning tools in the classrooms.

To enrich the curriculum through add-on courses like Soft Skills, Communicative English & Writing Skills of the students.

To produce graduates with social commitment, employability skill and with good soft skill manner to deal with the society in a very positive way.

To strengthen the academic and financial status of SC/ST/OBC and Women students through government Scholarships and proper mentorship.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

B. S. K. College, Barharwa is a constituent College under SKM University, Dumka, Jharkhand, recognized u/s 2 (f) and 12 (B) of the UGC Act 1956 and granted the status of community college along with the approval to Information Technology (B. Voc.) under the provisions of NSQF scheme, imparts teaching up to Hons level in the general streams and the skill based and job oriented courses like BCA, BBA, B. Lib. & Information Science and Information Technology. The teachers are dynamic, innovative and visionary. They follow lesson plans, Progress Notes, subject-wise and stream-wise Daily Progress Register that enable them to prepare themselves for the lectures including revision of the courses and examinations. The college facilitates study tour/excursion to the students Feedback on Curriculum is regularly taken from the students.

Teaching-learning and Evaluation

The prime goal and objective is to inculcate quality education in various fields and to work for all round development of the enrolled students of this rural area and to produce graduates with self confidence, moral values and social sense. Transparency in admission under the guide lines of the S. K. M. University is maintained. The College academic mechanism runs by efficient teaching members who adopt different innovative approaches to teaching and learning. Counseling, academic support and career guidance are provided to students. Examinations are conducted as per the University programmes.

Research, Innovations and Extension

BSK College, Barharwa is an undergraduate level of institution. There are least possible avenues to pursue research work. However teachers are motivated to involve in at least in the minor / major research projects sponsored by UGC/ICSSR in their area of studies. Laboratories have been enriched with apparatus and instruments for practical teaching. Students and teachers get benefitted of automated and digitalized library equipped with the facility of books, journals, e-books and Reading Room. There are 23 teachers having Ph. D. degree. Some teachers have presented their papers in State, National and International seminars and conferences.

Extension: - The NSS units of the institution organize different extension programmes like cleaning/plantation/ literacy mission/ community health/ National Voters Day/ National Youth Day and Swatchh Bharat Abhiyan etc. It provides guidance and counseling to both Boys and Girl students. NSS and Eco Club unit of the college

is involved in various extension activities, plantation and Green Audit performances.

Infrastructure and Learning Resources

The college is rich in infrastructural details. The Administrative Building consists of Principal's chamber, office, Accounts Section, Bank, Girls' Common Room, Examination Cell, Sports Store Room, Health Centre, and Teachers' Staff Room equipped with the facility of lavatory, AC, CCTV Camera, TV and Refrigerator. The Arts Block features for class rooms, Computer Lab, Skills cum Language Lab, Geography and Psychology Labs, IQAC and separate lavatories for boys and girls. Science Block comprises class rooms, Laboratories and lavatories for boys and girls. The college uses audio-video systems and technological aids in teaching with the help of Language & Computer labs, smart boards, Document Camera and Projectors. In addition to afore said infrastructural aids, the college provides the facility of students' Common Rooms, welfare hostel, Bank & Post office.

Student Support and Progression

The poor and needy students get financial assistance from the State Govt. Remedial coaching under U.G.C. scheme for (SC / ST / OBC / Girls) students have been provided. Reservation in admission is maintained through a single window system. The meritorious students get scholarship from the State Govt. fund. The institutional Anti ragging cell sincerely works to curb the ragging and has adopted the UGC regulation strictly. Career counseling cell provides information to the students regarding the choice of career in different field.

Governance, Leadership and Management

The decision making authority of the college is the Development Committee and the Principal is the Ex-Officio Secretary. The principal plays a vital role for the governance and management of the institution. The committees of the College coordinate the different developmental work and give effect to the decisions taken and the directions received under the provisions of Act and Statutes, Rules and Regulations. The Principal takes initiatives to usher improvements in the academic standards of the teaching by collecting feedback confidentially from the students. The college adopts transparency in financial affairs and makes internal and external audit of the accounts regularly.

Institutional Values and Best Practices

The Remedial coaching has been imparted to the weaker section of the students to enhance their academic standard. All the staff members work cordially to fulfill the vision and goal of the institution to make it an ideal institution in the State. Institution has also taken initiative by introducing two "Best Practices" in Computer Certificate programme as add-on courses and has introduced "Earn while Learn" through Mushroom Cultivation etc.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	B.S.K. COLLEGE, BARHARWA
Address	A.t - JHIKTIYA , P.S- RANGA , P.O- BINDUDHAM via PATHNA , DIST.- SAHIBGANJ
City	BARHARWA
State	Jharkhand
Pin	816110
Website	www.bskcollegebarharwa.com

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
IQAC Coordinator	D.N.VERMA	-9933683928	9934654753	-	dinesh2694@yaho o.in
Principal	Raghunandan Ram	091-9199868474	9102946246	-	bskcollegebarharw a@gmail.com

Status of the Institution	
Institution Status	Constituent

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	16-06-1978

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Jharkhand	Sido Kanhu Murmu University Dumka	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	16-08-2013	View Document
12B of UGC	16-08-2013	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
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Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	A.t - JHIKTIYA , P.S- RANGA , P.O- BINDUDHAM via PATHNA , DIST.- SAHIBGANJ	Tribal	5.69	8690

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,English	36	I.A I.Sc. I.Com	English	200	70
UG	BA,Hindi	36	I.A I.Sc I.Com	Hindi	200	159
UG	BA,Bangla	36	I.A I.Sc I.Com	Bengali	200	42
UG	BA,Urdu	36	I.A I.Sc I.Com	Urdu	200	4
UG	BA,Sanskrit	36	I.A I.Sc. I.Com	Hindi	200	3
UG	BA,Santhali	36	I.A I.Sc I.Com	Santali	200	5
UG	BA,History	36	I.A I.Sc I.Com	Hindi,English	200	139
UG	BA,Political Science	36	I.A I.Sc I.Com	Hindi,English	200	65
UG	BA,Economics	36	I.A I.Sc I.Com	Hindi,English	200	32
UG	BA,Psychology	36	I.A	Hindi,English	200	33
UG	BA,Geography	36	I.A	Hindi,English	400	354
UG	BA,Sociology	36	I.A I.Sc	Hindi,English	200	46

	y		I.Com	h		
UG	BA,Philosophy	36	I.A I.Sc. I.Com	Hindi,English	200	1
UG	BA,Rural Economics	36	I.A I.Sc I.Com	Hindi,English	200	3
UG	BA,L S W	36	I.A I.Sc I.Com	Hindi,English	200	3
UG	BCom,Commerce	36	I.Sc. I.Com	Hindi,English	200	80
UG	BSc,Chemistry	36	I.Sc	Hindi,English	200	16
UG	BSc,Physics	36	I.Sc	Hindi,English	200	55
UG	BSc,Zoology	36	I.Sc	Hindi,English	200	81
UG	BSc,Botany	36	I.Sc	Hindi,English	200	34
UG	BSc,Mathematics	36	I.Sc	Hindi,English	200	68
UG	BCA,B C A Vocational	36	I.Sc I.Com I.A	Hindi,English	50	12
UG	BBA,B B A Vocational	36	I.Sc I.Com	Hindi,English	30	4
UG	BLibISc,B Lib And Information Science Vocational	12	I.A I.Sc I.Com	Hindi,English	50	25

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				61			
Recruited	0	0	0	0	0	0	0	0	39	2	0	41
Yet to Recruit	0				0				20			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				57
Recruited	37	7	0	44
Yet to Recruit				13
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	21	2	0	23
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	18	0	0	18

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	1	0	0	1
Ph.D.	0	0	0	0	0	0	1	0	0	1
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	1	0	0	1

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	1	0	0	1
PG	0	0	0	0	0	0	0	1	0	1

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	1	0	0	1	
	1	0	0	1	

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
		UG	Male	1673	149	0
	Female	1116	79	0	0	1195
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	35	57	131	32
	Female	13	44	76	25
	Others	0	0	0	0
ST	Male	111	108	217	123
	Female	31	89	159	105
	Others	0	0	0	0
OBC	Male	279	364	562	320
	Female	234	266	459	179
	Others	0	0	0	0
General	Male	33	35	211	108
	Female	9	35	145	62
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	1	0
	Others	0	0	0	0
Total		745	998	1961	954

3. Extended Profile

3.1 Program

Number of courses offered by the institution across all programs during the last five years

Response: 28

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of programs offered year-wise for last five years

2017-18	2016-17	2015-16	2014-15	2013-14
29	22	22	21	21

3.2 Students

Number of students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3095	2853	3005	2658	1976

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1470	1284	1652	1205	1001

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of outgoing / final year students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
781	680	555	766	597

File Description	Document
Institutional Data in Prescribed Format	View Document

3.3 Teachers

Number of full time teachers year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
42	44	47	48	49

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of sanctioned posts year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
62	62	62	62	62

File Description	Document
Institutional Data in Prescribed Format	View Document

3.4 Institution

Total number of classrooms and seminar halls

Response: 28

Number of computers

Response: 56

Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
586.45	584.98	540.29	4007.9	422.74

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The institution ensures effective curriculum delivery through a well planned and documented process

Response:

Every department follows lesson plan, lesson notes and progress register. Teachers are encouraged to apply innovative teaching methods such as presentations, assignments, discussions, workshops, in house seminars, computer applications and audio-video display of programmes on computers, smart boards and the language lab. Students are suggested to get benefitted of e-books and journals. The Advisory Committee conducts meetings at regular intervals with the faculty members of different Departments with regard to implementation of the curriculum. The Departmental Councils also meet to carve the academic plans for the courses to be carried on from the coming session. Syllabus is subdivided in units in order to timely completion of the courses. Each department follows the University Academic Calendar. As and when any department faces any problem regarding curriculum, the Principal conducts motivational programmes and extends full support to teachers to complete the syllabus for effective translation of the curriculum and improvement in teaching practices. The teachers of the college receive procedural and practical support of immense academic values when they attend the seminars and workshops organized by the University and feel themselves updated of the latest trends in education and guidelines. Teachers are encouraged to attend the seminars, symposia, workshops, orientation / refresher courses organized by other Universities so that they may update their knowledge and improve the teaching methods. They are made payment of TA/DA by the Academic Staff College for participating in the orientation / refresher courses as per UGC norms. Teaching aids like books and journals, e-books, electronics, instruments, apparatus, smart boards, internet and Wi-Fi connectivity are available in the college to ensure effective implementation and completion of the curriculum.

File Description	Document
Link for Additional Information	View Document

1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 3

1.1.2.1 Number of certificate/diploma programs introduced year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
03	0	0	0	0

File Description	Document
Details of the certificate/Diploma programs	View Document

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 76.09

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
08	06	06	08	07

File Description	Document
Details of participation of teachers in various bodies	View Document

1.2 Academic Flexibility

1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years

Response: 25

1.2.1.1 How many new courses are introduced within the last five years

Response: 07

File Description	Document
Details of the new courses introduced	View Document

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

Response: 82.76

1.2.2.1 Number of programs in which CBCS/ Elective course system implemented.

Response: 24

File Description	Document
Name of the programs in which CBCS is implemented	View Document

1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years

Response: 0.97

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
150	0	0	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	View Document

1.3 Curriculum Enrichment

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

Response:

In the subject like sociology Gender is a topic which discriminates the difference between male and female. EVS is a paper in part III for all streams. Climate change is taught in Geography and Zoology and the knowledge of Human Right is imparted in sociology and Political science. Under Unnat Bharat scheme programmes like swachh rahen, swasth banen, beti bachh beti padhao, water preservation, tree plantation, turn to villages etc. are organized with the help of NSS volunteers.

File Description	Document
Link for Additional Information	View Document

1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years

Response: 2

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 02

File Description	Document
Details of the value-added courses imparting transferable and life skills	View Document

1.3.3 Percentage of students undertaking field projects / internships

Response: 1.62

1.3.3.1 Number of students undertaking field projects or internships

Response: 50

File Description	Document
Institutional data in prescribed format	View Document

1.4 Feedback System

1.4.1 Structured feedback received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni and 5) Parents for design and review of syllabus-Semester wise/ year-wise

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: A. Any 4 of the above

File Description	Document
URL for stakeholder feedback report	View Document

1.4.2 Feedback processes of the institution may be classified as follows:**A. Feedback collected, analysed and action taken and feedback available on website****B. Feedback collected, analysed and action has been taken****C. Feedback collected and analysed****D. Feedback collected****Response:** A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 4.92

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
149	138	264	126	28

File Description	Document
List of students (other states and countries)	View Document
Institutional data in prescribed format	View Document

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 74.22

2.1.2.1 Number of students admitted year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2993	2853	2952	2258	2066

2.1.2.2 Number of sanctioned seats year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3566	3566	3566	3476	3476

File Description	Document
Institutional data in prescribed format	View Document

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

Response: 100

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1470	1284	1652	1205	1001

File Description**Document**

Institutional data in prescribed format

[View Document](#)

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners**Response:**

Advanced and slow learners are identified by their teachers in the class rooms on the basis of feedback they receive through the responses, written or oral. Special classes under motivational programmes are arranged. Advance d learning materials and assistance are also provided to such students. The institution collects and analyzes the data on the academic performance from academic history, attendance records and also by generating academic tastes in the students by organizing counseling, seminars, debates, quiz, written tests, projects and field works, classroom and laboratory involvements, remedial classes and extension lectures. Academic performance of the students of the disadvantaged and economically weaker sections of the society, physically challenged and the slow learners is detected by the teachers when delivering lectures. Slow learners or those who do not move with the pace of learning, they are morally boosted by using the said motivating indicators of the academic performance. They are encouraged even after class hours reading materials, solved question papers and books. The advanced learners are given assignments and motivated to participate in seminars, quiz, debates, essay competitions and extracurricular activities. They are suggested to acquire new and advanced information through internet, e-books and journals and newspapers. All the students are exposed to the Peer Team.

File Description**Document**

Link for Additional Information

[View Document](#)**2.2.2 Student - Full time teacher ratio****Response:** 73.69**2.2.3 Percentage of differently abled students (Divyangjan) on rolls**

Response: 0.13	
2.2.3.1 Number of differently abled students on rolls	
Response: 04	
File Description	Document
Institutional data in prescribed format	View Document

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	
Response:	
<p>Use of technology, organizing seminars, group discussions, quiz, orientation programmes and the introduction of skill based courses, made learning more student-centric. Library is equipped with the facility of e-books and journals. The NSS volunteers adopt the nearby villages and organize the extension activities. IQAC marks the skill identifications and the necessity to have a change in the traditional mind set to meet the challenges of the age. To transform the students into life-long learners and innovators, Science departments organize Exhibition, motivate them to continue their higher studies and create an environment to transform them in to lifelong learners. To make creativity, the students are giving opportunities for preparing Wall Magazines, to write small poems and short stories in the College Magazine. They are encouraged to participate in various programmes like seminars, debates, quiz, symposia and book fares. They are assigned projects, field and herbarium works. Students are directed to use the Language Lab, Computer Lab and Internet and e-book facility available in the college. Students of Arts and Commerce, too, may offer Information Technology and acquire skill based knowledge. They are awarded prizes and certificates for better programmes. Multimedia teaching aids like projectors, smart boards, Language Lab, INFLIBNET, internet, Computer Lab, Research Lab and Document camera are available in the college.</p>	
File Description	Document
Link for Additional Information	View Document

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.	
Response: 97.62	
2.3.2.1 Number of teachers using ICT	
Response: 41	

File Description	Document
List of teachers (using ICT for teaching)	View Document
Provide link for webpage describing the " LMS/ Academic management system"	View Document

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 147.38

2.3.3.1 Number of mentors

Response: 21

2.3.4 Innovation and creativity in teaching-learning

Response:

Along with the current traditional teaching learning system, new innovative teaching practices have been adopted during four years. The Principal conducts motivational programmes and encourage faculty to add new teaching practices simultaneously with the traditional teaching methods. When new e-method adopted by some teachers, create a very positive impact on the students. They show their interest in class rooms and present their papers in department seminars and workshops. Teachers are encouraged to use computers, internet and audio-video teaching aids, Language Lab, INFLIBNET and the Computer Lab and keep themselves abreast of the latest developments in their respective fields. Black boards have been replaced by the white boards.

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 74.19

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 50.17

2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
23	23	23	23	23

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	View Document

2.4.3 Teaching experience per full time teacher in number of years

Response: 0.83

2.4.3.1 Total experience of full-time teachers

Response: 35

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

Response: 0

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	View Document

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 0

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	View Document

2.5 Evaluation Process and Reforms

2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

Response:

There is no such system in the college however feedback with regard to classes and curriculum is procured from the students. Evaluation is an important process to analyze the performance of the students during their academic session. At first the academic calendar is notified and the evaluation methods are communicated to the students through notices and circulars. The detailed schedule of different examinations is brought to the notice of the faculty. Students are informed of the availability of model question papers in the library. As a constituent College, the evaluation process of the University is followed in letter and spirit. The college Examination committee ensures effective implementation of evaluation reforms. Any student, if dissatisfied of the result, can apply for re-evaluation or re-totaling of the papers. The college has organized a workshop on evaluation and examination reforms. Internal tests are conducted. The evaluation reforms if any are implemented on the basis of the guideline of the University. The college conducts workshops on the evaluation mechanism with regard to examination and courses and forwards the same to the University. In order to tune our students at par with modern examination system the College involves classroom tests, group discussions, assignments and projects. Non-academic approaches include students' participation in the extracurricular activities and prizes for excellent performance.

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Response:

Academic calendar is designed and released by the University and the same is followed by the college in totality. The said calendar is inserted in the prospectus and uploaded on the college website, too. The prospectus provides the teaching plan to the students, teachers and the parents for the academic session. Every department prepares its own teaching plan, works out unit wise syllabus and distributes the course items among its members. Thus the teaching plan consists of lesson plan along with the details of objectives to be achieved, course contents to be covered and the teaching aids and logistics to be used inside the class room. The plan set in the departmental routine, is followed by every member of the department. The routine (Timetable) is displayed on the notice board. Every department carries out internal assessment on the basis of written test, project work and the attendance of the students. The evaluation blue print is prepared by the Examination Department. At the end of a semester, examinations of theory and practical papers are conducted as per University programmes. Evaluation of the answer books is made by the teachers, In order to tune our students at par with modern examination system the College involves classroom tests, group discussions, assignments and projects. Non-academic approaches include students' participation in the extracurricular activities and prizes for excellent performance. Students' progress is monitored by the faculty. Their performance is checked through sessional tests and assignments made

during the course.

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

Response:

The answer scripts of the examinations conducted by the College are shown to the students and they are able to verify their performance. If there is any grievance of the students related to the University examination, the College authority forwards their applications to University and the examination section takes personal care in complying with the defects if any. Each faculty monitors the attendance of the students, their response to theory and practical classes, assignments and projects and their performance in the internal examinations. Achievements and the results of the examinations are notified. The performance of the students is also discussed in the parent-teacher meetings organized by respective departments.

2.5.4 The institution adheres to the academic calendar for the conduct of CIE

Response:

The institution in the follow of the university calendar prepares its own academic calendar comprising curricular,co-curricular and extra curricular activity. Meeting of the faculty members are organized regularly with regard to adherence to academic calendar .75% of attendance has been made mandatory for absence students are fine Rs.10/Day.Quize,Group discussions,and In-house seminars are organized.Feedback from the faculty members,students,parents and adumani is drived and action is taken accordingly.Efferts are made to make the classes more attractive by using audio -video system.The college provides the facility of e-learning,too.

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 on website and communicated to teachers and students

Response:

The details of the programmes, information of skill based courses, facility provided; syllabi in modular form along with guidelines and the achievements of the Alumni have been made available to the IQAC and the library so that the students may know what they should do for further reading. The details are available in the College library for the information of the students and the staff members. In the welcome and introductory classes the Principal and the experienced teachers communicate the students about the scope and prospect of different modules.

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

The teaching, learning and assessment strategies of the institution are enshrined in the vision statement of the College. The whole objective is to increase employability of the students, expose them to skill based knowledge, enable them to face interview, to write projects, to conduct surveys and above all to make them good learners with moral values. Support facilities like internet, INFLIBNET, Language Lab, Computer Lab, Smart class etc. are available. The students are provided career counseling to make their study economically and socially relevant. They are made acquainted with the future prospects of the programmes offered. They are motivated through personality development programmes and encouraged to participate in the extracurricular activities and social and community services. Experts of employment, economics, spoken English, computer application are invited to deliver skill based lecture. Our main motto is to connect education to bread knowledge. The institution collects and analyzes data on student learning outcomes through regular internal assessments and assignments. The staff council takes the decision to improve performance of the students through extra coaching, remedial classes and by issuing study materials. We also provide educational guidance to overcome the academic deficit through use of library and personal interaction beyond class hours. The teaching learning outcomes of the learners after being assessed through examination performance, are communicated to the learners. The same is reviewed in the HODs' meetings. Through regular interaction by experienced teachers the confidence level of the learners are assessed and suitable remedies are offered. The best graduate of the College and other position holders of the University are given prizes and awards in different functions.

File Description	Document
Link for Additional Information	View Document

2.6.3 Average pass percentage of Students

Response: 95.68

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 820

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 857

File Description	Document
Institutional data in prescribed format	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response:

NAAC

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

Response: 1.2

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	1.20	0	0	0

File Description

Document

List of project and grant details

[View Document](#)

3.1.2 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

Response: 0

3.1.2.1 Number of research projects funded by government and non-government agencies during the last five years

3.1.2.2 Number of full time teachers worked in the institution during the last 5 years

Response: 41

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

The Institution conducts a Green Audit of its campus and facilities as inter disciplinary project in collaboration with the Departments of Botany, Zoology, Physics and Geography. Five years before the campus was sloppy full of rocks and red soil. Now it appears plain and green.

Following steps have taken to keep the campus eco friendly.

* To make the campus the initiatives taken are as follows:

? Energy conservation: **Yes**

? Use of renewable energy: **Yes**

? Water harvesting: **Yes**

? Check dam construction: **No**

? Efforts for Carbon neutrality: **Yes**

? Plantation: **Yes**

? Hazardous waste management: **No**

? e-waste management: **No**

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 0

3.2.2.1 Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of workshops/seminars during the last 5 years	View Document

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: Yes

File Description	Document
Institutional data in prescribed format	View Document

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards**Response:** Yes**3.3.3 Number of research papers per teacher in the Journals notified on UGC website during the last five years****Response:** 0.1**3.3.3.1 Number of research papers in the Journals notified on UGC website during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
06	06	05	03	02

File Description

List of research papers by title, author, department, name and year of publication

Document[View Document](#)**3.3.4 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years****Response:** 0.07**3.3.4.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
0	1	0	0	02

File Description

List books and chapters in edited volumes / books published

Document[View Document](#)**3.4 Extension Activities****3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years****Response:**

The College has five NSS units and ensuring engagement of students in various social service activities contributing to good citizenship. The students through their work in the adjacent villages promote institution–neighborhood– community network. They have organized Village Adoption Scheme through which they enhance the awareness of the community relating to health care, swachh Bharat Abhiyan, Unnat Bharat, Cashless transaction in the village, sanitation, blood donation, eye donation, development of democratic values and others.

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 0

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description

Document

Number of awards for extension activities in last 5 years

[View Document](#)

3.4.3 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 last five years

Response: 7

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3	2	2	0	0

File Description

Document

Number of extension and outreach programs conducted with industry,community etc for the last five years

[View Document](#)

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 1.1

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
60	50	55	0	0

File Description

Average percentage of students participating in extension activities with Govt. or NGO etc.

Document

[View Document](#)

3.5 Collaboration

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

Response: 90

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
30	30	30	0	0

File Description

Number of Collaborative activities for research, faculty etc.

Document

[View Document](#)

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 1

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2017-18	2016-17	2015-16	2014-15	2013-14
01	0	0	0	0

File Description	Document
e-copies of the MoUs with institution/ industry/ corporate house	View Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

a) Curricular and co-curricular activities – classrooms, technology enabled learning spaces, Conference / Seminar hall, Auditorium / Multi Purpose Examination Hall, laboratories, Language Lab, I. T. / Computer Lab botanical garden, Animal house, specialized facilities and equipment for teaching, learning and research etc.

b) Extra –curricular activities – sports, outdoor and indoor games, gymnasium, auditorium, NSS, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.

* The college is immensely rich in teaching aids like smart boards, computers, projectors, instruments and equipment. We have a Computer Lab. with Wi-Fi facility to meet the need based education.

1. No of Class Rooms:	22
2. Examination Hall:	01
3 I. T. / Computer laboratories:	01+ 01 I. T. Lab provided by the training partner
4. (i) Laboratories for Science:	04
(ii) Laboratories for Arts:	02
(iii) Language Lab:	01
5. Conference Hall / Seminar Rooms	01
6. No. of Halls/Gallery (For Class):	03
7. Internet:	available
8. Student Management System:	available
9. Intercom system:	available
10. PFMS:	available

11. Wi-Fi:	available
12. (I) Garden:	01
(II) Botanical Garden:	01
13. Career Counseling Hall:	01
14. Library Halls:	01+ New Library Building along with Reading Room on the verge of completion.
15. Reading Room:	01
16. Aquarium:	01
17. Animal House:	available
18. Generators:	03 (DG +02)
19. Mineral water facility:	available
20. A. C. Facility:	Teachers' Staff Room, Office, Principal Chamber, Examination Control Room, IQAC, Conference / Seminar Hall and Library.
21. LED TV:	2+1
22. CCTVs:	16
23. Smart Classes:	06
24. LCD Projectors:	01
25. Document Camera:	01
26. Biometric System:	01
27. Micro phones for Conference Hall:	23
28. Sound System	available
29. Health Centre	available
30. Workshop for I. T.	01
31. Musical Instruments	available

(b) Extra –curricular activities

- | | |
|---|--|
| 1. NSS: | 05 units |
| 2. Cafeteria: | 01 |
| 3. Open Air Auditorium: | 01 |
| 4. Post Office Facility: | available |
| 5. Electric Transformer: | 01 |
| 6. Athletic Room: | 01 |
| 7. Play Ground: | 01 outside the college campus |
| 8. Gym Facility: | available |
| 9. Indoor Games: | Table Tennis, carom and chess |
| 10. Outdoor facility inside the campus: | Volley ball, Badminton &
Basket ball Archery &
Football outside the campus |
| 11. Ramps: | 03 |
| 12. Toilet & water facility: | available |
- (c) Specialized facilities and equipment available for teaching, learning and researches:
1. OHP
 2. Refrigerators
 3. Vacuum Oven
 4. PH Meter
 5. Magnetic Stimulus
 6. Thermostat
 7. Hot Plate

8. Electrical balance
9. Deionizer Industrial
10. Optical Bench
11. Led Circuits
12. Cathode Ray Oscilloscope
13. Astronomical Telescope
14. Spectrometer
15. Generator
16. LCD Projector
17. Binocular Research Microscope
18. Photo phone Projector
19. Epidiascope
20. Extension Microscope
21. Slide projector
22. Desktop Computers: 54
23. Laptop: 05
24. Public Address System: available
25. Inverters: 15
26. Temperature Control Unit
27. Photocopier: 03
28. Water Distillation set
29. Digital weighing machine
30. Compound Microscope
31. Video Camera & Still Camera

- 32. Educational T V
- 33. Slides and Psychological Test
- 34. DG set, 25 KVA
- 35. Water Analysis Kit
- 36. Research Microscope

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

Response:

The college is well equipped with sports materials specially for football, volleyball, basket ball, archery, athletics, badminton, cricket, table tennis carom and chess. Students have participated in the inter college/university tournaments/Chancellor Trophy the college team had been champion in football, archery, and runner in kho-kho. The players do the practice in the supervision of sports incharge. At times experts of different games and sports are invited to guide the players.

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

Response: 100

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 28

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	View Document

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 5.68

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
18.95	11.09	64.32	41.60	43.66

File Description	Document
Details of budget allocation, excluding salary during the last five years	View Document

4.2 Library as a Learning Resource

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

Response:

Library automation is in progress.

OPAC : Limited access

In house/Remote access to e publications INFLIBNET

Internet Band width/speed : 2mbp 10 mbps 2 GB , Internet access available.

Repository

IQAC

Content Management System for e- learning : NA

Feedback is collected from the students and teachers with regard to infrastructural facility and the functioning of the library. The reactions, opinions and suggestion collected thereby are analyzed in the meeting of the library Advisory committee and appropriate steps are taken accordingly for further improvement of the services offered by the library.

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

Rare books : Encyclopedia, Britanica, Dictionary, Vedas, Upanishads, Geeta, Ramayan etc.

Manuscripts : Nil

Reference : Yes

Reprography : Yes

ILL (Inter Library Loan Service): No

Information deployment and notification (Information Deployment and Notification): No

Download: available

Printing: available

Reading list / Bibliography compilation: available

In-house / remote access to e-resources: INFLIBNET

4.2.3 Does the institution have the following:

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: A. Any 4 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	View Document

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 2.8

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
4	5	0	5	0

File Description

Document

Details of annual expenditure for purchase of books and journals during the last five years

[View Document](#)

4.2.5 Availability of remote access to e-resources of the library

Response: Yes

4.2.6 Percentage per day usage of library by teachers and students

Response: 1.91

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 60

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

Internet, wi-fi and students management system are regularly updated.

LAN facility: Available

Wi - Fi facility: Available

Licensed software: Available

Number of nodes / computers with Internet facility:

Laptops: 05

Smart Boards: 06

Any other: INFLIBNET and Student Management System: available.

Through mail ID, INFLIBNET and Student Management System, Internet facility is provided to the students and the teachers

Computer and internet facility are available in the Principal's office, Administrative

office, Admission section, Accounts section and Examination section, Library, Language Lab and I.T. / Computer Lab.

4.3.2 Student - Computer ratio

Response: 55.27

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)

>=50 MBPS

35-50 MBPS

20-35 MBPS

5-20 MBPS

Response: 5-20 MBPS

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

Response: Yes

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

Response: 5.68

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
11.09	18.9	64.3	41.6	43.66

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document

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.

Response:

Allocation for these activities is made in the budget. As directed by State Govt. and the University and in accordance with the decisions of the College Development Committee, construction and renovation works are executed as per Jharkhand State Financial Rules in the supervision of Jharkhand State Building Construction Corporation Limited (JSBCCL). The entire amount against the bills submitted by the lowest bidding (L.B.) Contractor is transferred to JSBCCL to check and make payment accordingly. Procurements / purchases of goods as per decisions of the Development committee / Sale and Purchase committee are made from GeM or from the firms registered to GeM by inviting quotations on the said portal. All payments are made through PFMS on EAT (Expenditure, Advance & Transfer) module. As requisitioned or reported by the departments, sections, wings and others, the college gets the equipments repaired and running in order. The IQAC monitors the whole process and ensures whether the grants released by UGC / RUSA / State Govt. / University against the approved plans / schemes / requisitions are utilized properly or not. Annual maintenance and repair of the infrastructure is taken care by the college in a systematic manner. Day to day maintenance or care is carried by the staff concerned. Expenditure against the Lab and other equipments is made out of the grants received from the State Govt. or from the college account. The technical staffs take care of the computers, laptops, smart boards, network, sound system, micro phones, electronics and technological systems and the generators. The College has a 25 kva DG set, one more Honda generators, six inverters and stabilizers to avoid power failure and voltage fluctuations and to facilitate uninterrupted power supply to the class rooms and laboratories. The College has a water tank providing water to all the blocks of the College. The college also has the independent transformer for supply of electricity in the campus.

Through mail ID, INFLIBNET and Student Management System, Internet facility is provided to the students and the teachers

Computer and internet facility are available in the Principal's office, Administrative

office, Admission section, Accounts section and Examination section, Library, Language Lab and I.T. / Computer Lab.

The institution takes the action plan to deploy the IT infrastructure at appropriate places on the basis of the requirements of students and staff members. Steps have been taken to upgrade the old generation

computers to new one with addition of new versions of software. The college deploys Edu-Sat, e-library, Language Lab, LCD Projector and Document Camera for teaching and learning with the help of Smart Boards and more number of digital class rooms with latest technology.

NAAC

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 40.51

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1467	1190	1067	1510	417

File Description

Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Document

[View Document](#)

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 42.1

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1467	1360	1067	1564	417

5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching
5. Language lab
6. Bridge courses
7. Yoga and meditation
8. Personal Counselling

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

Response: B. Any 6 of the above

File Description	Document
Details of capability enhancement and development schemes	View Document

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 0.78

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
120	0	0	0	0

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

Response: 0

5.1.5.1 Number of students attending VET year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of the students benefitted by VET	View Document

5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Response: Yes

File Description	Document
Details of student grievances including sexual harassment and ragging cases	View Document

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 0.59

5.2.1.1 Number of outgoing students placed year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
23	0	0	0	0

File Description	Document
Details of student placement during the last five years	View Document

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 22.41

5.2.2.1 Number of outgoing students progressing to higher education

Response: 175

File Description	Document
Details of student progression to higher education	View Document

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 0

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years	View Document

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) during the last five years.

Response: 0

5.3.1.1 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-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	View Document

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

The office bearers and other representatives of the students Union and various bodies are also the members of the Grievance Redressal Cell, Anti ragging Cell, Sexual harassment Cell and others. The Students' Union time to time meets the college administration to get solved the issues related to students. The College has a Students' Union and other societies where the office bearers of respective bodies are elected through secret ballot. They organize meetings, competitions and represent the grievances of the students. Every bonafide student contributes funds for the students union and societies at the time admission and readmission. The Union constitutes a working committee by nominating members. It has its own constitution The College administration provides the infrastructural facilities to these bodies. The institution seeks co-operation and suggestion from the Alumni and the old faculties. They are invited on Foundation Days, Annual days and other academic conferences. Old faculties are invited to take classes and deliver talks on different issues. Some of them contribute funds to enrich the seminar library of the departments.

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 0.6

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	0	0	1

File Description

Number of sports and cultural activities / competitions organised per year

Document

[View Document](#)

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

The institution seeks co-operation and suggestion from the Alumni and the old faculties. They are invited on Foundation Days, Annual days and other academic conferences. Old faculties are invited to take classes and deliver talks on different issues. Some of them contribute funds to enrich the seminar library of the departments. The college collect feedback from the alumni who possess different ranks and posts in various services with regard to improved the performance and quality of the institutions. At times directions data and guidelines are sought from them so that qualitative improvements.

5.4.2 Alumni contribution during the last five years(INR in Lakhs)

? 5 Lakhs

4 Lakhs - 5 Lakhs

3 Lakhs - 4 Lakhs

1 Lakh - 3 Lakhs

Response: <1 Lakh

File Description	Document
Alumni association audited statements	View Document

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Response: 0

5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years.	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

The grievances/complaints of the students / staffs are promptly attended by the Grievance Redressal Cell / Women Complaints Redressal Cell of the College. Normally the grievances of the students / staffs / women are heard, analyzed and in consultation with the Principal settled of. The grievances of the Parents are heard by the Principal and immediately resolved in the presence of the sectional heads. The main objective of the college is to contribute to the transformation of prevailing social conditions so that values enshrined in the constitution of India; social justice, equality of opportunity, democratic freedom .to all, tolerance and respect to all religions may be brought closer to realization, opening up to the people of our country with special emphasis on Jharkhand for greater possibilities of the existence of real human beings. The institution is aware of dimensions and quality of education keeps on changing with time and the quality cannot be assessed by a single yard stick. The college can serve best by imparting education, inculcating moral values and motivating young minds to researches and services to mankind. The members of the staff are relieved to attend different leadership training programmes organized by government authorities and other institutions. The NSS Officers have been relieved to attend training and leadership programmes. Members of the staff are also entrusted with the leadership responsibility by government administration from time to time such as Election and other duties. The members of the staff are also entrusted leadership being head of different committees in the College. The NSS Programmes also give inspiration to the Staff members in gathering leadership qualities.

6.1.2 The institution practices decentralization and participative management

Response:

All faculties and non-teaching staffs are engaged in the curricular and extracurricular activities. There are committees and bodies to assist the Principal in the overall development of the college. The committees and the bodies supervise the work going on and make recommendations for actions to be taken. All accounts are audited time to time by the Govt. agency / Chartered Accountants. Staffs are assigned different extracurricular duties for proper functioning of the College. All work is performed in team spirit and with coordination. These are mostly observed in the celebration of College Foundation Day, national days, athletic meet, annual functions, students' elections, conferences, seminars, workshops and others.

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

The institute has a perspective plan for development keeping in mind the requirements of the area, employability and improvement through introduction of new programmes like BBA, BCA, BLIS and Information Technology. Students have been offered to select one open online course from MOOCs (Massive open online courses under Swayam platform of UGC as an Inter disciplinary subject. This is mandatory for all. Environmental Science, too, is taught as an Inter disciplinary subject.

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

The internal organizational structure of the College comprises of Academic Council, Development Committee, Principal, Faculty, Departmental Council, Finance committee, Planning & Evaluation Committee, Examination Cell, Procurement Committee, Admission Committee, Library Committee, Research Committee, New Teaching Programme Committee, Syllabus & Feedback Committee, College Magazine Committee, Sports Committee, Cultural Programme Committee, Scholarship and Award Committee, NAAC Committee and Discipline Committee. These committees decision making and programme implementing bodies. Besides that there cells like RUSA Cell, Career Counseling Cell, Placement Cell, Anti Ragging Squad, Grievance Redressal Cell, Women Complaint Redressal Cell, Parents Cell and the Alumni Cell. All works are furnished in the guidance, control and supervision of the IQAC.

Chancellor-cum-Governor, Jharkhand, Ranchi

Higher Technology Skill Education Department

Govt. of Jharkhand,

Ranchi

Vice-Chancellor

SKMU, Dumka

Pro Vice-Chancellor, SKMU

Academic Council, Examination Board, Syndicate &

Senate

Registrar

Principal

Committees, Council, Board, Cells

Coordinators & Bursars

Faculties

Departmental Councils

Heads of Departments

Head Clerk, Accountants, Clerks, Library & Assistants & Operators

Class IV Staff

6.2.3 Implementation of e-governance in areas of operation

1. Planning and Development
2. Administration
3. Finance and Accounts
4. Student Admission and Support
5. Examination

- A. All 5 of the above**
- B. Any 4 of the above**
- C. Any 3 of the above**
- D. Any 2 of the above**

Response: A. All 5 of the above

File Description	Document
Details of implementation of e-governance in areas of operation Planning and Development, Administration etc	View Document

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

The management always encourages and supports the faculty members to improve their efficiency so that

there will be quality improvement of the institution. The members are encouraged to do research works, get published their articles, participate in the conferences, workshops, seminars, symposia and refresher courses. They are involved in the Committees, Bodies and Cells as Chairmen, Resource Persons. In the meetings of the Management Council like IQAC held last year, a number of resolutions were passed with regard to implementation of previous decisions and better management of the institution.

6.3 Faculty Empowerment Strategies

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

Response:

There is an Employees Welfare Fund that runs under the University Welfare Scheme applicable for all the teachers and non-teaching staffs. Besides that an employee is granted financial assistance as an advance for the marriage of daughter / medical treatment of self or the family members. The non-teaching employees are made payment of Festival advance which is adjusted every year in installments. To attract and retain the eminent faculty, the scholarly and physically fit retired teachers are invited to engage classes on the payment of class based remunerations.

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 5.27

6.3.2.1 Number of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
02	04	02	02	02

File Description

Details of teachers provided with financial support to attend conferences,workshops etc. during the last five years

Document

[View Document](#)

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 0.4

6.3.3.1 Total number of professional development / administrative training programs organized by the

Institution for teaching and non teaching staff year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
01	00	01	00	00

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	View Document

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

Response: 0

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of teachers attending professional development programs during the last five years	View Document

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

The faculty members bestowed with certain duties and responsibilities in the areas of academic, co-curricular and extracurricular activities, administrative and institutional development, research and social services. The performance of the faculty in teaching, research and extension is evaluated on the basis of reviews of the progress registers and the self-appraisal report submitted by the teachers. Principal writes the Confidential Character Roll (CCR) for onward transmission to competent authority. This report is taken into consideration at the time of vertical mobility of the teachers. Moreover, the performance is also evaluated on the basis of feedback sought from the students. The Performance Appraisal Report is prepared on the basis of the Self Appraisal Report of the faculty members submitted individually and as per confidential report of the Principal. In case of adverse remark or shortcoming, the report is communicated to the incumbent for required improvement in performance.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

There is mechanism for internal audit and external audit of the institution. Internal audit of different departments and library are done through verification of stock registers, Fee collection registers, Demand register, Cash Book, orders issued, bills and vouchers etc. under the direct supervision of the Principal. The external audit is conducted by Local Auditor, AG of State Government through University and the UGC funds are audited by the Chartered Accountant. This is done regularly per annum in every financial year. The financial audit for the session, 2014-15 has been completed having no major audit objection. The major sources of institutional receipts are from the development fees paid by the students, state government grants, UGC and RUSA assistance. Normally the College follows the principle of balanced budget. But we are lacking funds for the infrastructural development of the College. The audited income and expenditure statement of last four years may be verified from the annexure attached herewith.

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

Response: 0

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

The college has incorporated adequate provisions in the budget for the construction works, maintenance and upkeep of the infrastructure as and when the fund is allocated. Budgetary provisions against the construction / renovation of buildings, procurement and maintenance are stated as below:

Session	Sl. No.	Infrastructural Details	Budget allocated
2014-15	1	Building	71,01,500
	2	Furniture	Nil
	3	Equipment	Nil
	4	Computers	3,00,000
	5	Vehicles	
	6	Any others IQAC	
2015-16	1	Building	12,00,000
	2	Furniture	38,00,000
	3	Equipment	
	4	Computers	
	5	Vehicles	
	6	Any others	
2016-17	1	Building	
	2	Furniture	
	3	Equipment	
	4	Computers	Nil
	5	Vehicles	
	6	Any others	
2017-18	1	Building	78,00,000
	2	Furniture	22,00,000
	3	Equipment	
	4	Computers	

	5	Vehicles	28,00,000
	6	Any others UGC	
2018-19	1	Building	
	2	Furniture	
	3	Equipment	
	4	Computers	Nil
	5	Vehicles	
	6	Any others	

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

Response:

The institution has established Internal Quality Assurance Cell and right from the inception of IQAC, this has been working all along for quality assurance in higher education and by undertaking programmes:

1. to ensure improvement in the college affairs
2. to ensure optimum use of resources available
3. to sensitize the employees and the students regarding the significance of NAAC
4. to prepare future plans
5. to initiate process for organizing seminars, in-house seminars, conferences and workshops
6. to identify the institutional strengths, weaknesses, opportunities and challenges and to suggest remedial measures for quality improvement
7. to develop quality benchmarks for every academic and administrative activity

8. to generate awareness in the faculty members and the non-teaching staffs for improvement in the curricular and extracurricular activities

b. How many decisions of the IQAC have been approved by the management / authorities for implementation and how many of them were actually implemented?

* All the decisions of IQAC have been approved by the management and implemented through concerned committees / bodies / cells effectively.

c. Does the IQAC have external members on its committee?

If so, mention any significant contribution made by them.

* Initially there were two external members but their names were deleted as they never attended any meeting. Presently there are no external members.

d. How do students and alumni contribute to the effective functioning of the IQAC?

* Students and alumni representatives contribute a lot in the effective functioning of the IQAC

e. How does the IQAC communicate and engage staff from different constituents of the institution?

* All the faculty members and the non-teaching staffs are communicated with the objectives of the IQAC and are advised to act accordingly. The members of the IQAC invite the staff members and convene meetings of different core committees to make them vibrant in achieving the goals and objectives. The institution has the integrated framework for quality assurance of the administrative and academic activities. The non-teaching staffs are also advised to build self confidence and accept changes in the administration procedure. The institution takes step to provide training to teaching and non-teaching staff for effective implementation of the quality assurance procedures. The main aim is to provide them with the basic technical skill required in the new

environment and develop positive attitude for the same. The senior faculty members, in charge of institutional services such as administration, examination, library, establishment, accounts, IT / computer centre, are deputed to attend meetings organized by the Govt. agencies from time to time. The computer orientation training for non teaching staffs was arranged to make them well versed with the system. Students of Information Technology have to go every semester on industrial training.

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

Response:

The institution has a structured mechanism to review the teaching learning process for taking the decisions in a right perspective. It follows an effective and elaborate system of feedback from the students. The reports from the feedback are analyzed by a core committee and appropriate steps are undertaken wherever necessary. The teachers are advised to submit the Annual Performance Appraisal Report which acts as an indicator of their teaching and learning and the Principal after review of the same issues direction for future initiatives.

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year**Response:** 4.8**6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
08	04	03	04	05

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	View Document

6.5.4 Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements**
- 2.Academic Administrative Audit (AAA) and initiation of follow up action**
- 3.Participation in NIRF**
- 4.ISO Certification**
- 5.NBA or any other quality audit**

A. Any 4 of the above**B. Any 3 of the above****C. Any 2 of the above****D. Any 1 of the above**

Response: C. Any 2 of the above

File Description	Document
Details of Quality assurance initiatives of the institution	View Document

6.5.5 Incremental improvements made during the preceding five years (*in case of first cycle*) Post accreditation quality initiatives (*second and subsequent cycles*)

Response:

- Teaching & Learning
- Research & Development
- Community engagement
- Human resource management
- Industry interaction

Teaching & Learning

New methods of teaching are followed for the students such as use of OHP, LCD projector, Smart Boards, INFLIBNET, Language lab, on line teaching, seminar presentations, projects & field works, industrial training, report writing, interactive sessions, group discussions, literary writing in wall magazines, poster presentations etc.

- Community engagement
- The institution gives emphasis on community engagement in various functions, such as Foundation Day, Annual days, athletic meet and others. The activities of NSS, concentrate on community engagement.
- Human resource management

The administration follows the policy of Human Resource Management for better functioning of the institution and quality improvement. Persons with expertise in respective fields are given assignments accordingly.

* Industry interaction

Experts from various fields such as finance, banking, production, marketing, industry, human resource, environment and society are invited to interact with the students for creating awareness about economic, social and employment issues

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 12

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
07	01	00	00	04

File Description

Document

List of gender equity promotion programs organized by the institution

[View Document](#)

7.1.2

1. Institution shows gender sensitivity in providing facilities such as:

- 1. Safety and Security**
- 2. Counselling**
- 3. Common Room**

Response:

The college displays gender sensitivity in providing facilities like safety and security, counselling, placement, participation in curricular, co-curricular and extra curricular activities and programmes. The institution has got constituted committees like anti ragging cell, woman grievance redressal cell, career counselling cell, placement cell to curb the gender discrimination. The programme like sociology, to, imparts teaching on gender equity, safety and security. NSS volunteers promote the awareness of Beti Bachao Beti Padhao among the villagers.

7.1.3 Alternate Energy initiatives such as:

1. Percentage of annual power requirement of the Institution met by the renewable energy sources

Response: 0

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

7.1.3.2 Total annual power requirement (in KWH)	
File Description	Document
Details of power requirement of the Institution met by renewable energy sources	View Document

7.1.4 Percentage of annual lighting power requirements met through LED bulbs	
Response: 2.57	
7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)	
Response: 3285	
7.1.4.2 Annual lighting power requirement (in KWH)	
Response: 127750	
File Description	Document
Details of lighting power requirements met through LED bulbs	View Document

7.1.5 Waste Management steps including:	
<ul style="list-style-type: none"> • Solid waste management • Liquid waste management • E-waste management 	
Response:	
<p>The college the facility of solid waste management,water waste management,and water harvesting management.Waste water is diverted to gardens to maintain the eco green .Rain water is led to tanks so that water level of the college campus may be protected.Waste paper and solid materials are collected from the dustbin whereas the waste chemical and other liquid materials are collected in seperate dustbin.This arrangement has been made to maintain the environment eco friendly.The college has yet not succeeded to have the facility of e-waste management however we are in our continous effort to procure the same.As the dissection has been banned hence there is no scope of biological waste.</p>	

7.1.6 Rain water harvesting structures and utilization in the campus	
Response:	
<p>Level of the underground water has gone low day by day it's becoming a grade threat to bio diversity the college situated in the hilly area and there is always danger of water level going to deeper and deeper. That</p>	

why the college got built three ground levels tanks and reservoirs and maintain the water level. Every construction is now made by making the facility of rain water harvest. As the source of water in the area is rain water only, the preservation of the same is essential keeping in view of the future water crisis. We have made our best possible efforts to preserve rain water.

7.1.7 Green Practices

- Students, staff using
 - a) Bicycles
 - b) Public Transport
 - c) Pedestrian friendly roads
- Plastic-free campus
- Paperless office
- Green landscaping with trees and plants

Response:

The college is situated in the hilly and stoney area. But inspite of that greenery has been brought to the campus by setting up a garden . NSS volenteers and the students of Botany ,Sociology and Zoology department had shown their active participation in tree plantation. Now the stoney ugliness of the campus has turned into greenery full of plants and flowers .Besides the gardens the college has got set up also small gardens like NSS gardens and mediciners garden. The office has been made almost paperless and the campus plastic free. As the college bears rural atmosphere , majority of the people walk either on foot or on bicycle .

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 0.06

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
.70	00	.90	.60	00

File Description	Document
Details of expenditure on green initiatives and waste management during the last five years	View Document

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

Response: C. At least 4 of the above

File Description	Document
Resources available in the institution for Divyangjan	View Document

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 5

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
04	00	00	00	01

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	View Document

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 5

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
04	00	00	00	01

7.1.12

Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff

Response: Yes

File Description	Document
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	View Document

7.1.13 Display of core values in the institution and on its website

Response: Yes

File Description	Document
Provide URL of website that displays core values	View Document

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

Response: Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	View Document

7.1.15 The institution offers a course on Human Values and professional ethics

Response: Yes

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

Response: Yes

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 3

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
03	0	0	0	0

File Description	Document
List of activities conducted for promotion of universal values	View Document

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

The college organizes national festivals and birth/ death anniversaries of the great Indian personalities as per University Calender so that the youth of the country may learn lesson of love and devotion for their country and they also may be acquainted with the contribution of the great myrtrs , philosophers statements ,thinkers and reformers and the scientist of the country life of the great man is national intellectual property .By celebrating national festival and birth / death anniversaries of the great man. The new generation come to know the value of their sacrifices for the sake of freedom national integratation security, culture and civilization of the country .

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

Two approaches have been made for academic audit: internal and external. In the internal audit a report on the coverage syllabus is collected from each department. Assignments are given to the students. Class tests, debates, quiz, in-house seminars etc. are conducted and the feedback is collected from the students. The institution has the integrated framework for quality assurance of the administrative and academic activities. The non-teaching staffs are also advised to build self confidence and accept changes in the administration procedure. Effective and efficient use of available resources in the form of fees collected from the students / grants received from the State Govt. / RUSA / UGC is monitored by the Principal and Bursar, University Audit constituted by the Syndicate and Senate / Govt. Auditors / RUSA Finance Committee / Chartered Accountants. There is mechanism for internal audit and external audit of the institution. Internal audit of different departments and library are done through verification of stock registers, Fee collection registers, Demand register, Cash Book, orders issued, bills and vouchers etc. under the direct supervision of the Principal. The external audit is conducted by Local Auditor, AG of State Government through University and the UGC funds are audited by the Chartered Accountant. This is done regularly per annum in every financial year. The financial audit for the session, 2014-15 has been completed having no major audit objection.

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

. Soft Skill Development Programmes: The College have formed a Soft Skill Board to provide soft skill development module for collegiate students. Under Soft Skill Development programmes computer application classes are held once in a week. Students are trained to prepare curriculum vitae. The subject modules cover Basic English Grammar, Writing, Reading and Presentation skills, Public Speech, Aptitude tests, Functional and Communicative English, Interview skills, and Group discussion skills and modules of Banking, Finance, Management and Administration, Shares and Income Tax etc. Computer Literacy Course: The College is in practice for Computer Literacy Course for its students. One may opt this course at the leisure time. The ICT Board shoulders the responsibility to impart such education to the aspiring students and has been entrusted to improve the computer literacy among the students and staff in association with ICT board. Spoken English Module: For skill development students are provided the facility of learning skills of spoken English. Knowledge of English grammar, pronunciation and skills of reading, writing, speech, debate, group discussion and interview are taught through audio-video and 'hear and imitate' system available in the Language Lab. Besides the above, the Language Lab imparts teaching on literature and the programmes taught in Arts, Science and Commerce.

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

* The vision and mission of BSK College is to provide quality education and to foster the advancement of knowledge. It is to ensure a creative and innovative thinking in the dimension of peace, prosperity, integrity and social harmony. The aim is to foster meticulous and rigorous training that enables a scholar to learn what is right and what is wrong. It is to make provision for a confirmed resolution of realistic puzzles through a continuous teacher student interaction. The mission is to inculcate human potential and scientific tempo that can be utilized further to nurture the same in terms of knowledge and wisdom in constructive dimensions of our social need. It is to promote humanitarian virtues and to preserve our past ideals, culture and spiritual heritage. It promotes higher education among the rural poor around the area of Barharwa and to make it liberal, scientific and technological. The institution addresses the needs of the society by making it aware of the developments around us. Through extension activities, NSS, the College establishes bondage with local people and brings social harmony, peace and humanitarian virtues. Preference is given to local students in the sphere of admission so that there is spread of higher education in the area. Through organization of seminars on different social issues to reduce social disparity and to bring the academically backward students to the mainstream, the College consistently takes steps.

5. CONCLUSION

Additional Information :

The College has been granted status of community college along with grant of approval for the teaching of information technology (B. Voc) by the UGC under the provisions of NSQF to ensure information to students with regard to registration, examination, curricular, co-curricular and extra curricular programmes. The facility of Students Management System. The college vowed to provide opportunity of Higher Education to every youth of area & get transform the individual energy in to national energy.

Concluding Remarks :

Assessment and Accreditation of the college will prove a milestone in the history of innovative and skills base education. It will enable the college to fulfill the objectives of Higher Education with regard to develop a citizen, more human and more competent and skilled.