



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

|                                               |  |                                    |
|-----------------------------------------------|--|------------------------------------|
| <b>1. Name of the Institution</b>             |  | SRI GADADHAR ACHARYA JANTA COLLEGE |
| Name of the head of the Institution           |  | Dr. Shashi Kumar                   |
| Designation                                   |  | Principal (in-charge)              |
| Does the Institution function from own campus |  | Yes                                |
| Phone no/Alternate Phone no.                  |  | 06122262377                        |
| Mobile no.                                    |  | 8603915561                         |
| Registered Email                              |  | gjcollegebihta@gmail.com           |
| Alternate Email                               |  | shashi1346@gmail.com               |
| Address                                       |  | Rambagh                            |
| City/Town                                     |  | Bihta                              |
| State/UT                                      |  | Bihar                              |
| Pincode                                       |  | 801103                             |
| <b>2. Institutional Status</b>                |  |                                    |

|                                        |                                |
|----------------------------------------|--------------------------------|
| Affiliated / Constituent               | Constituent                    |
| Type of Institution                    | Co-education                   |
| Location                               | Semi-urban                     |
| Financial Status                       | Self financed and grant-in-aid |
| Name of the IQAC co-ordinator/Director | Dr. Md. Shamim Alam            |
| Phone no/Alternate Phone no.           | 06122262377                    |
| Mobile no.                             | 8210832126                     |
| Registered Email                       | gjcollegebihta@gmail.com       |
| Alternate Email                        | shamimktr57@gmail.com          |

### 3. Website Address

|                                                              |                                                                                                                                                                     |
|--------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Web-link of the AQAR: (Previous Academic Year)               | <a href="http://gjcollegebihta.org/TUuploads/Resubmitted%20AQAR%20for%202018_19.pdf">http://gjcollegebihta.org/TUuploads/Resubmitted%20AQAR%20for%202018_19.pdf</a> |
| <b>4. Whether Academic Calendar prepared during the year</b> | No                                                                                                                                                                  |

### 5. Accreditation Details

| Cycle | Grade | CGPA | Year of Accreditation | Validity    |             |
|-------|-------|------|-----------------------|-------------|-------------|
|       |       |      |                       | Period From | Period To   |
| 1     | C     | 1.87 | 2017                  | 30-Oct-2017 | 29-Oct-2022 |

|                                         |             |
|-----------------------------------------|-------------|
| <b>6. Date of Establishment of IQAC</b> | 03-Jul-2012 |
|-----------------------------------------|-------------|

### 7. Internal Quality Assurance System

| Quality initiatives by IQAC during the year for promoting quality culture                |                   |                                       |
|------------------------------------------------------------------------------------------|-------------------|---------------------------------------|
| Item /Title of the quality initiative by IQAC                                            | Date & Duration   | Number of participants/ beneficiaries |
| Internal seminar in the college                                                          | 23-Jan-2020<br>01 | 49                                    |
| Involved in conducting online National webinar by department of Commerce of the college. | 06-Sep-2020<br>01 | 100                                   |
| Renewal of membership                                                                    | 26-Jun-2020       | 58                                    |

|                                                                                                                                                                                                                                                            |                   |     |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|-----|
| under NLIST programme for 2020-21                                                                                                                                                                                                                          | 01                |     |
| Involved in conducting online quiz by department of Psychology of the college.                                                                                                                                                                             | 13-Jun-2020<br>04 | 500 |
| Involved and encouraged to the faculty members of the college to participate in online FDP, Seminars/workshop/re fresher courses etc                                                                                                                       | 04-Jun-2020<br>01 | 13  |
| Involved in making agendas for organizing IQAC meeting(offline/online), uploading minutes of meetings and action taken report at the website                                                                                                               | 04-Jun-2020<br>01 | 13  |
| Involved in to start conducting online classes and uploading e-contents at the website                                                                                                                                                                     | 15-Apr-2020<br>01 | 18  |
| Involved in making and passing agendas with development committee of the college for making three new washrooms (in Chemistry, Botany and Zoology departments), a big shade in front of main building for students/parents and use of tiles in office/dep. | 18-Mar-2020<br>01 | 6   |
| Involved to encourage students in participation of students in Vigyan Utsav-2020, organized by Patna women college, Patna                                                                                                                                  | 28-Feb-2020<br>02 | 18  |
| Involved in making and passing agendas with purchase committee of the college for enrichment of laboratories (Physics, Chemistry, Botany, Zoology and Psychology departments) and Central library with new books.                                          | 22-Aug-2019<br>01 | 7   |
| No Files Uploaded !!!                                                                                                                                                                                                                                      |                   |     |

**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

| Institution/Department/Faculty | Scheme         | Funding Agency | Year of award with duration | Amount |
|--------------------------------|----------------|----------------|-----------------------------|--------|
| Not applicable                 | Not applicable | Not Applicable | 2020<br>0                   | 0      |
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**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

3

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

No

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

1. Involved in making agendas for meeting with IQAC members, teachers, students, Non\_teaching, Alumni etc. and involved in making action taken report time to time. IQAC always involved in the development of the college at every step.

2. Involved in evaluation and analysis of teaching learning process either by offline or online (during covid19 pandemic), evaluation and analysis of feedback from all stakeholders also.

3. Involved in to start online facilities for example Admission, Payment etc. through the college website.

4. Involved in enrichment of laboratories (through new equipments and chemicals) and enrichment of central library (through new books and renewal of membership of NLIST programme through INFLIBNET for 2020\_2021).

5. Involved and promote to the personal counseling cell of the college to do counseling of all students who have required especially during the Covid19 pandemic.

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**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

| Plan of Action                                                                                                                                                                                                                                                | Achievements/Outcomes                                                                                                                                                                                                                                                                                                             |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>1. Teaching and Learning: (a) In the beginning of session 2019_2020, IQAC was focused on the completion of syllabus of all the courses in schedule time. IQAC was also focused on the assessment and evaluation of all general and vocational courses.</p> | <p>1. Teaching and Learning: (a) Syllabus for the session has been completed on schedule time and evaluated and analyzed of all general and vocational courses.</p>                                                                                                                                                               |
| <p>(b) Online classes and econtents during covid 19 period: In the March of 2020 IQAC Planned to complete syllabus of all the courses by online and econtents due to lockdown during covid 19 pandemic.</p>                                                   | <p>(b) Online classes and econtents during covid 19 period: Virtual classes were taken by all the departments using whatsapp group, Google meet, Zoom etc. and all the faculty members were uploaded econtents on either college or university website and also sent reports periodically to the Rajbhavan by the university.</p> |
| <p>(c) Personal Counseling cell:</p>                                                                                                                                                                                                                          | <p>(c) Personal Counseling cell performed very well in the lockdown period during covid19.</p>                                                                                                                                                                                                                                    |
| <p>(d) Cleanliness and availability of adequate drinking water:</p>                                                                                                                                                                                           | <p>(d) College accomplished cleanliness and full filled two new hand pumps for adequate drinking water.</p>                                                                                                                                                                                                                       |
| <p>(e) Use of sanitization and masks for covid19 period:</p>                                                                                                                                                                                                  | <p>(e) IQAC were very cautious during Covid 19 pandemic and awared to students, teachers and non teaching staffs about the Covid19 by sticking the pumplates on wall and using notice boards to wear mask and use of sanitization. IQAC focused on to maintain the social distancing at every step of the college.</p>            |
| <p>2. Infrastructure and college development: (a) Laboratories enrichment</p>                                                                                                                                                                                 | <p>2. Infrastructure and college development: (a) Laboratories enrichment: In session 2019_20 college purchased equipments / chemicals of approx. RS 740314/ (for Physics, Chemistry, Botany, Zoology and Psychology) and enriched laboratories.</p>                                                                              |
| <p>(b) New construction:</p>                                                                                                                                                                                                                                  | <p>(b) Three new toilets (for Chemistry, Botany and Zoology) are newly added in the college for students/teachers. Additionally, a new big shade in front of the main administrative building is also constructed for students/ guardians.</p>                                                                                    |
| <p>(c) Repairing works:</p>                                                                                                                                                                                                                                   | <p>(c) Repaired roof of the office building and tiles were fitted in three office/departments (SWAYAM, Psychology, BLIS).</p>                                                                                                                                                                                                     |

|                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 3. Digitization and E-learning of library: (a) Renewal of NLIST membership:                                            | 3. Digitization and E-learning of library: (a) College renewed membership of NLIST programme through INFLIBNET for 2020_2021.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| (b) New book purchased:                                                                                                | b. College purchased new books of amount of RS. 2,18,976.00 for session 2019_2020.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
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| <b>14. Whether AQAR was placed before statutory body ?</b>                                                             | No                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b> | No                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>16. Whether institutional data submitted to AISHE:</b>                                                              | Yes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Year of Submission                                                                                                     | 2020                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| Date of Submission                                                                                                     | 17-Feb-2020                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>17. Does the Institution have Management Information System ?</b>                                                   | Yes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| If yes, give a brief description and a list of modules currently operational (maximum 500 words)                       | <p>The Institution has partially Management information system. The college is a constituent unit of Patliputra University, Patna. Patliputra University, Patna was established by bifurcation of Magadh University (M.U.), Bodh Gaya on 18th March, 2018 vide letter/memo no. 15/M171/2016-700 dated 09/04/2018. All the colleges of Patna and Nalanda districts, Bihar (India), fall under the jurisdiction of the Patliputra University, Patna except those attached to the Patna University.</p> <p>Simultaneously, classes of B.A., B.Sc., B.Com., and all vocational courses for Part III (session 20172020) of existing students of Magadh University, Bodhgaya also run according to our master routine. From 2019_2020 sessions, the admission for undergraduate programme (B.Sc., B.A. and B.Com) part-I was started through admission portal of Patliputra University . Using this portal student applied online for admission in the UG (Honours/General) courses in Arts, Science, and commerce</p> |

stream. At the university admission portal, students applied online and they got their colleges according to their merit list in UG (Honours/General) courses in Arts, Science, and commerce stream. Whereas, the admission in vocational courses (BCA, BSc\_IT, BBM and BLIS) the college allotted on the basis of written examination conducted by the university with followed by counselling. After the allotment of seats in this college, students fill online admission form, upload their required documents and paid their fees online through the college website in UG (General/Honours) courses or vocational courses. Now, in the college, admission, and fees payment for all courses are online. In the university, the registration process, filling of examination form for all courses are online. Therefore, it has become easier to maintain the record of students in data base system for each and every course. Additionally, in the Covid19 pandemic, the classes for general/ vocational courses are online. Faculty members take classes through various platform like Google meet, Zoom and whatsapp group and after taking the classes they uploaded e\_contents at the university/college website. Further, university send the details of online classes and e\_contents to the Governor office. Now a days, meetings (IQAC, teachers general body meeting etc.), webinars and quizzes are also conducting online. The personal counseling cell conducts counseling of students through online. Additionally, the central library of the college is also partially automated. All books are catalogued digitally. The fully automation of library is being added to the facility. Moreover, the office is partially computerized. Unanimously, members of IQAC passed for the fully digitalization and e\_library facilities which are in process. The account section is being added to facility completely. The various committees like purchase committee, development committee, vocational committee etc. are also being to be computerized. In meeting of IQAC, members discussed about the MIS which is necessary for each and every college and even

university is also serious to apply the university management system (UMIS).

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

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

The college is a constituent unit of Patliputra University, Patna since March 2018. From session, 2018\_19, for all programmes (Honours/Vocational) college follow academic calendar of the Patliputra University, Patna. Simultaneously, classes of B.A., B.Sc., B.Com., Honours and all vocational courses for Part-III of existing students (those student who enrolled before session 2018-19) of Magadh University, Bodhgaya also run according to our master/departmental routine. Courses of studies and syllabus are formulated by the academic council of the University. It is mandatory for all the constituent colleges to follow the academic calendar (for syllabus, admission, registration, examination, results etc.) of the concerned University. In our college there run 14 courses in general/Honours programme and 4 courses in vocational programme. The different courses run as per the master routine and departmental routine prepared by the college. In our college there run many committees which also help to student in academic as well as in extra-curricular activities. In the college there are well qualified teachers and they are expert in their subject. The head of the departments allot specialized teacher as per the departmental routine and the syllabus/topics. The college always focus on the completion of syllabus of all the courses in schedule time. In the March 2020, after declaration of pandemic covid-19, virtual classes were taken by all the departments using many online platform for example whatsapp group, Google meet, Zoom, quizzes, webinar etc. and all the faculty members were uploaded e-contents on either college or university website and also sent reports periodically to the Rajbhavan. Every year college purchase new books for the central library and renew membership of NLIST programme through INFLIBNET. This year also college purchase various new books for different departments. College purchased new books of amount of RS. 2,18,976.00 for the session 2019\_2020. Simultaneously, laboratories enrichment is also done for the session 2019\_2020, the college purchased equipments/chemicals of amount of RS 7,40,314.00 for Physics, Chemistry, Botany, Zoology and Psychology departments. These are the following points for design the curriculum planning and implementation:-

- Allotment of different topics to teachers with specialization and self interest in topics.
- Teachers use to teach and complete syllabus in the schedule time either offline or online.
- In the pandemic Covid-19, teachers use to teach and complete their syllabus using virtual/ online classes using many online platform uploaded e-contents on both college or university website and also sent reports periodically to the Rajbhavan.
- Specific teaching methods for better subject understanding and easy delivery.
- Promote to students to participate in the seminar, quizzes and extra motivational classes either offline or online.
- Encourage students to participate in co-curricular and extracurricular activities.
- Periodical examinations and assessment.
- Using counseling Cell.
- English communication classes.
- Teachers generally use to teach using the black board and chalk but sometimes or as per the requirement they use smart board and projector to represent the things digitally or online classes.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

| Certificate | Diploma Courses | Dates of | Duration | Focus on employ | Skill |
|-------------|-----------------|----------|----------|-----------------|-------|
|-------------|-----------------|----------|----------|-----------------|-------|

|                         |                         |              |   |                          |                         |
|-------------------------|-------------------------|--------------|---|--------------------------|-------------------------|
|                         |                         | Introduction |   | ability/entrepreneurship | Development             |
| No Data/ Not applicable | No Data/ Not applicable | 01/07/2019   | 0 | No Data/ Not applicable  | No Data/ Not applicable |

## 1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

| Programme/Course  | Programme Specialization | Dates of Introduction |
|-------------------|--------------------------|-----------------------|
| Nil               | No Data/ Not applicable  | 01/07/2019            |
| No file uploaded. |                          |                       |

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

| Name of programmes adopting CBCS | Programme Specialization | Date of implementation of CBCS/Elective Course System |
|----------------------------------|--------------------------|-------------------------------------------------------|
| Nil                              | No Data/ Not applicable  | 01/07/2019                                            |

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

|                    | Certificate | Diploma Course |
|--------------------|-------------|----------------|
| Number of Students | Nil         | Nil            |

## 1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

| Value Added Courses     | Date of Introduction | Number of Students Enrolled |
|-------------------------|----------------------|-----------------------------|
| No Data/ Not applicable | 01/07/2019           | Nil                         |
| No file uploaded.       |                      |                             |

1.3.2 – Field Projects / Internships undertaken during the year

| Project/Programme Title | Programme Specialization | No. of students enrolled for Field Projects / Internships |
|-------------------------|--------------------------|-----------------------------------------------------------|
| Nil                     | No Data/ Not applicable  | Nil                                                       |
| No file uploaded.       |                          |                                                           |

## 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

|           |     |
|-----------|-----|
| Students  | Yes |
| Teachers  | Yes |
| Employers | Yes |
| Alumni    | Yes |
| Parents   | Yes |

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

| Feedback Obtained                                                                                                                                                                                                                                                                                                         |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| The college has prepared manual feedback for all the stakeholders. Each and every department distributes feedback manually to the students. In the feedback form of all the stakeholders there have mentioned about the teaching-learning process, office facilities and regarding the facilities of the central library. |

In the feedback form there are last point for the suggestions and grievances also. After the analysis of feedback from all the stakeholders the following observations have been noted: 1. The teachers possesses deep knowledge of the subject, covered almost the entire syllabus, communicated clearly, encouraged students individually, pay attention academically for weaker students, conducts class test, and attitude friendly towards the students. 2. The office is very helpful in administrative work regarding marks sheet, issuing of certificates at time, cleaned class rooms, cleaned toilet room, availability of drinking water, and their grievances are redressed quickly. Students have demanded for more new toilet rooms and availability of drinking water. 3. Regarding library, most of the students, teachers, alumni and parents have been given positive remarks regarding available text books, catalogued and arrangement of books, reading rooms, helpful staffs, and availability of xerox facility. Teachers and students have demanded for requirement of more reading space, addition of different types of magazines and news papers and text books and availability of E-library facility in the central library. 4. IQAC organizes meeting with teachers, students, Non-teaching, and alumni and discussed at different issues for the development of the institution time to time. After this, IQAC analyze their feedback form and try to resolve with the help of the Principal and the office staffs.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

| Name of the Programme | Programme Specialization          | Number of seats available | Number of Application received | Students Enrolled |
|-----------------------|-----------------------------------|---------------------------|--------------------------------|-------------------|
| BSc                   | Honours in information Technology | 40                        | Nil                            | Nil               |
| BLibSc                | Diploma                           | 40                        | 17                             | 17                |
| BBM                   | Honours                           | 40                        | 1                              | 1                 |
| BCA                   | Honours                           | 90                        | 20                             | 20                |
| BCom                  | Account Honours                   | 605                       | 270                            | 270               |
| BSc                   | Honours                           | 792                       | 423                            | 423               |
| BA                    | Honours                           | 1208                      | 1051                           | 1051              |
| No file uploaded.     |                                   |                           |                                |                   |

### 2.2 – Catering to Student Diversity

#### 2.2.1 – Student - Full time teacher ratio (current year data)

| Year | Number of students enrolled in the institution (UG) | Number of students enrolled in the institution (PG) | Number of fulltime teachers available in the institution teaching only UG courses | Number of fulltime teachers available in the institution teaching only PG courses | Number of teachers teaching both UG and PG courses |
|------|-----------------------------------------------------|-----------------------------------------------------|-----------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|----------------------------------------------------|
| 2019 | 1782                                                | Nil                                                 | 18                                                                                | Nil                                                                               | Nil                                                |

### 2.3 – Teaching - Learning Process

#### 2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

| Number of | Number of | ICT Tools and | Number of ICT | Number of smart | E-resources and |
|-----------|-----------|---------------|---------------|-----------------|-----------------|
|-----------|-----------|---------------|---------------|-----------------|-----------------|

|                   |                                       |                     |                    |            |                 |
|-------------------|---------------------------------------|---------------------|--------------------|------------|-----------------|
| Teachers on Roll  | teachers using ICT (LMS, e-Resources) | resources available | enabled Classrooms | classrooms | techniques used |
| 18                | 18                                    | 6                   | 2                  | 1          | 9               |
| No file uploaded. |                                       |                     |                    |            |                 |
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### 2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Yes, College have students mentoring system which are given below: 1. Website: College has its own website at which there are available all information regarding the college (History of the college, contact us etc.), academics (programmes and courses, faculty administrative information, facilities, core committee) etc. Additionally, students/parents can put their inquiry directly through the e-mail or with contact numbers which are mentioned at the website. The college informs update through notices and news - events given at the website. Furthermore, the important links are also given at the website. 2. Online Classes and uploaded e-contents: Before March 2020, in the session 2019-2020, classes were going offline but after the Covid-19 pandemic, regular classes conducted online through various online platforms (Whatsapp group, google meet, zoom, quizzes, webinars etc.) and uploaded e-contents at the university/college website. 3. Brochure: College publish brochure annually and give to each and every students during admission. It contains comprehensive detail of the college. The college ensures its commitment and accountability towards the information provided. It gives in detail regarding courses, fee structure, faculty, in-charges of other activities (NCC and NSS), office detail and other relevant activities. 4. Department: The respective department also helps to student in understanding the topics, and tells about the scope of the relevant courses. Some time teachers do counseling of students personally. Our college run in the rural area here most of the students belongs to the poor background and they are educationally poor too. In this situation teachers motivate them and tell the benefits of education and encourage them to move ahead in the different field of education. 5. Personal counseling cell: In our college, there is a counseling cell which runs by department of psychology. This counseling cell helps in student mentoring system. The aim of the cell is to provide support and solutions for different psycho social problems of the students in order to provide support for their academics. In this session from March 2020, in the Covid-19 pandemic counseling cell is more active and they take care of all students through the online counseling. Around 65 students have taken support from the cell this year. 6. Career counseling cell: The aim of the cell is to guide the students regarding their academic carrier and scope of the courses. The cell also tells about the responsibility towards the society. This session, around 80 students from our college were participated in the online campus selection and finally 05 students were selected after going through the different steps (written exam, group discussion and interview). The name of organization visited to the college for the online campus was Chola MS General Insurance Co. Ltd. 7. N.S.S. and N.C.C.: These two wings N.S.S. and N.C.C. also promoted students in their carrier. Many students those who are doing graduation from our college can enroll in NCC/NSS. From our college many students are awarded by type of certificates (A, B, C) as well as medals which helps them in finding job.

|                                                |                             |                       |
|------------------------------------------------|-----------------------------|-----------------------|
| Number of students enrolled in the institution | Number of fulltime teachers | Mentor : Mentee Ratio |
| 3905                                           | 18                          | 0.0046                |

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

|                             |                         |                  |                                          |                          |
|-----------------------------|-------------------------|------------------|------------------------------------------|--------------------------|
| No. of sanctioned positions | No. of filled positions | Vacant positions | Positions filled during the current year | No. of faculty with Ph.D |
| 33                          | 18                      | 15               | Nil                                      | 15                       |

### 2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

|               |                                                                                                   |             |                                                                              |
|---------------|---------------------------------------------------------------------------------------------------|-------------|------------------------------------------------------------------------------|
| Year of Award | Name of full time teachers receiving awards from state level, national level, international level | Designation | Name of the award, fellowship, received from Government or recognized bodies |
| 2020          | No data/ Not applicable                                                                           | Nil         | No data/ Not applicable                                                      |

No file uploaded.

## 2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

| Programme Name | Programme Code | Semester/ year | Last date of the last semester-end/ year-end examination | Date of declaration of results of semester-end/ year- end examination |
|----------------|----------------|----------------|----------------------------------------------------------|-----------------------------------------------------------------------|
|----------------|----------------|----------------|----------------------------------------------------------|-----------------------------------------------------------------------|

No Data Entered/Not Applicable !!!

[View File](#)

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

These are the following points by which we have initiated reforms on CIE: 1. Core committee: There are different core committees in the college. These core committees do meetings time to time for continuous development and evaluation of the college. 2. IQAC: IQAC of the college continuously evaluate internally throughout the year. IQAC arrange meetings with all stakeholders (Students, Parents, Alumni, Non-teaching etc. ) and take their feedback. After the analysis of their feedback IQAC give action to be taken to the principal of the college on the passed agendas comes through the analysis of feedback. By this process we evaluate internally. 3. Personal counseling cell: In our college, there is a counseling cell which runs by department of psychology. This counseling cell helps in mentoring students. The aim of the cell is to provide support and solutions for different psycho social problems of the students in order to provide support for their academics. 4. Academic assessment: Each and every department conducts formative and summative assessment, remedial classes. There is a facility of English communication classes which run by the department of English. Student's regularity, periodic written test, viva-voice, and progression report helps in evaluate students continuously.

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

The college is a constituent unit of Patliputra University, Patna since March 2018. For all the programmes (Honours/Vocational) college follows academic calendar of the Patliputra University, Patna. Courses of studies and syllabus are formulated by the academic council of the university. It is mandatory for all the constituent colleges to follow the academic calendar of the university. In our college there run 14 courses in general/Honours programme (B.A., B.Sc, B.Com.) and 4 courses (BCA, BSc-IT, BBM, BLIS) in vocational programme. All programmes (Honours/General courses and vocational courses) run as per the master routine and departmental routine which are prepared by the college. For the entrance test, admission, registration and the examinations the college follows completely all rules and regulations mentioned in the academic calendar of the university. In the academic calendar of the university, it has already specified the date for publication of sent up list, date of filling of examination form, date of practical exams, date of theory papers exams, date for evaluation of answer books and the date for publication of results. However, the internal examinations are conducted by the different department of the college.

## 2.6 – Student Performance and Learning Outcomes

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

<http://gcollegebihta.org/Courses.aspx>

## 2.6.2 – Pass percentage of students

| Programme Code                            | Programme Name | Programme Specialization | Number of students appeared in the final year examination | Number of students passed in final year examination | Pass Percentage |
|-------------------------------------------|----------------|--------------------------|-----------------------------------------------------------|-----------------------------------------------------|-----------------|
| <b>No Data Entered/Not Applicable !!!</b> |                |                          |                                                           |                                                     |                 |
| <a href="#">View File</a>                 |                |                          |                                                           |                                                     |                 |

## 2.7 – Student Satisfaction Survey

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

<http://gjcollegebihta.org/TUuploads/Students%20feedback%20analysis.pdf>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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

| Nature of the Project | Duration | Name of the funding agency | Total grant sanctioned | Amount received during the year |
|-----------------------|----------|----------------------------|------------------------|---------------------------------|
| Null                  | 0        | No data/ Not applicable    | 0                      | 0                               |
| No file uploaded.     |          |                            |                        |                                 |

### 3.2 – Innovation Ecosystem

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

| Title of workshop/seminar                                                                                      | Name of the Dept. | Date       |
|----------------------------------------------------------------------------------------------------------------|-------------------|------------|
| One Day National webinar on strategy for cost control and cost effectiveness during COVID-19 to be Aatmnirbhar | Commerce          | 06/09/2020 |
| An online quiz on the awareness regarding threat, symptoms, and prevention of COVID-19 among people of India   | Psychology        | 13/06/2020 |
| A internal seminar on topic: NRC in ASSAM                                                                      | Political Science | 23/01/2020 |

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

| Title of the innovation | Name of Awardee         | Awarding Agency         | Date of award | Category                |
|-------------------------|-------------------------|-------------------------|---------------|-------------------------|
| No data/ Not applicable | No data/ Not applicable | No data/ Not applicable | 01/07/2019    | No data/ Not applicable |
| No file uploaded.       |                         |                         |               |                         |

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

| Incubation Center | Name | Sponsored By | Name of the Start-up | Nature of Start-up | Date of Commencement |
|-------------------|------|--------------|----------------------|--------------------|----------------------|
|-------------------|------|--------------|----------------------|--------------------|----------------------|

|                               |                               |                               |                               |                               |            |
|-------------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|------------|
| No data/<br>Not<br>applicable | 01/07/2019 |
| No file uploaded.             |                               |                               |                               |                               |            |

### 3.3 – Research Publications and Awards

#### 3.3.1 – Incentive to the teachers who receive recognition/awards

|       |          |               |
|-------|----------|---------------|
| State | National | International |
| 0     | 0        | 0             |

#### 3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

|                         |                         |
|-------------------------|-------------------------|
| Name of the Department  | Number of PhD's Awarded |
| No data/ Not applicable | Null                    |

#### 3.3.3 – Research Publications in the Journals notified on UGC website during the year

| Type              | Department        | Number of Publication | Average Impact Factor (if any) |
|-------------------|-------------------|-----------------------|--------------------------------|
| National          | Psychology        | 1                     | 6.3                            |
| International     | Political Science | 1                     | 2.59                           |
| International     | Political Science | 1                     | 7.08                           |
| National          | Psychology        | 1                     | 5.7                            |
| No file uploaded. |                   |                       |                                |

#### 3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

|                         |                       |
|-------------------------|-----------------------|
| Department              | Number of Publication |
| No data/ Not applicable | Null                  |
| No file uploaded.       |                       |

#### 3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

| Title of the Paper            | Name of Author                | Title of journal              | Year of publication | Citation Index | Institutional affiliation as mentioned in the publication | Number of citations excluding self citation |
|-------------------------------|-------------------------------|-------------------------------|---------------------|----------------|-----------------------------------------------------------|---------------------------------------------|
| No data/<br>Not<br>applicable | No data/<br>Not<br>applicable | No data/<br>Not<br>applicable | 2020                | 0              | No data/<br>Not<br>applicable                             | Null                                        |
| No file uploaded.             |                               |                               |                     |                |                                                           |                                             |

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

| Title of the Paper            | Name of Author                | Title of journal              | Year of publication | h-index | Number of citations excluding self citation | Institutional affiliation as mentioned in the publication |
|-------------------------------|-------------------------------|-------------------------------|---------------------|---------|---------------------------------------------|-----------------------------------------------------------|
| No data/<br>Not<br>applicable | No data/<br>Not<br>applicable | No data/<br>Not<br>applicable | 2020                | Null    | Null                                        | 0                                                         |
| No file uploaded.             |                               |                               |                     |         |                                             |                                                           |

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

| Number of Faculty           | International | National | State | Local |
|-----------------------------|---------------|----------|-------|-------|
| Attended/Seminars/Workshops | 5             | 37       | Nil   | Nil   |
| Presented papers            | 3             | 1        | Nil   | Nil   |
| Resource persons            | Nil           | 1        | Nil   | Nil   |
| No file uploaded.           |               |          |       |       |

3.4 – Extension Activities

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

| Title of the activities                | Organising unit/agency/collaborating agency | Number of teachers participated in such activities | Number of students participated in such activities |
|----------------------------------------|---------------------------------------------|----------------------------------------------------|----------------------------------------------------|
| Selection of new cadets in unit NCC 26 | NCC 26                                      | 5                                                  | 50                                                 |
| Covid-19 Jagrukta Abhiyan, Unit NCC 26 | NCC unit of the college                     | 1                                                  | 50                                                 |
| NSS special camp programme             | NSS of the college                          | 1                                                  | 68                                                 |
| No file uploaded.                      |                                             |                                                    |                                                    |

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

| Name of the activity | Award/Recognition | Awarding Bodies | Number of students Benefited |
|----------------------|-------------------|-----------------|------------------------------|
| Rank Ceremony        | SUO in NCC        | NCC             | 1                            |
| Rank Ceremony        | UO in NCC         | NCC             | 2                            |
| No file uploaded.    |                   |                 |                              |

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

| Name of the scheme                                 | Organising unit/Agency/collaborating agency | Name of the activity                                                          | Number of teachers participated in such activities | Number of students participated in such activities |
|----------------------------------------------------|---------------------------------------------|-------------------------------------------------------------------------------|----------------------------------------------------|----------------------------------------------------|
| Awareness programme of the NSS unit of the college | NSS of the college                          | A special camp for the cleanliness (inside and outside of the college campus) | 1                                                  | 68                                                 |
| Awareness programme by the NCC of the college      | NCC unit 26                                 | Covid-19 JAGRUKTA ABHIYAN                                                     | 1                                                  | 50                                                 |
| No file uploaded.                                  |                                             |                                                                               |                                                    |                                                    |

### 3.5 – Collaborations

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

| Nature of activity      | Participant | Source of financial support | Duration |
|-------------------------|-------------|-----------------------------|----------|
| No data/ Not applicable | 0           | No data/ Not applicable     | 0        |
| No file uploaded.       |             |                             |          |

#### 3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

| Nature of linkage       | Title of the linkage    | Name of the partnering institution/ industry /research lab with contact details | Duration From | Duration To | Participant |
|-------------------------|-------------------------|---------------------------------------------------------------------------------|---------------|-------------|-------------|
| No data/ Not applicable | No data/ Not applicable | No data/ Not applicable                                                         | 01/07/2019    | 30/06/2020  | 0           |
| No file uploaded.       |                         |                                                                                 |               |             |             |

#### 3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

| Organisation            | Date of MoU signed | Purpose/Activities      | Number of students/teachers participated under MoUs |
|-------------------------|--------------------|-------------------------|-----------------------------------------------------|
| No data/ Not applicable | 01/07/2019         | No data/ Not applicable | Nil                                                 |
| No file uploaded.       |                    |                         |                                                     |

### CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

#### 4.1 – Physical Facilities

##### 4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

| Budget allocated for infrastructure augmentation | Budget utilized for infrastructure development |
|--------------------------------------------------|------------------------------------------------|
| 2900000                                          | 1890234                                        |

##### 4.1.2 – Details of augmentation in infrastructure facilities during the year

| Facilities                                                      | Existing or Newly Added |
|-----------------------------------------------------------------|-------------------------|
| Campus Area                                                     | Existing                |
| Class rooms                                                     | Existing                |
| Laboratories                                                    | Existing                |
| Seminar Halls                                                   | Existing                |
| Seminar halls with ICT facilities                               | Existing                |
| Value of the equipment purchased during the year (rs. in lakhs) | Existing                |
| Classrooms with Wi-Fi OR LAN                                    | Existing                |
| Others                                                          | Newly Added             |
| <a href="#">View File</a>                                       |                         |

## 4.2 – Library as a Learning Resource

### 4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

| Name of the ILMS software | Nature of automation (fully or partially) | Version | Year of automation |
|---------------------------|-------------------------------------------|---------|--------------------|
| AutoLIB                   | Partially                                 | 1.0.0.0 | 2017               |

### 4.2.2 – Library Services

| Library Service Type | Existing |         | Newly Added |        | Total |         |
|----------------------|----------|---------|-------------|--------|-------|---------|
| Text Books           | 25053    | 1877543 | 671         | 218976 | 25724 | 2096519 |
| Reference Books      | 400      | 200613  | Null        | Null   | 400   | 200613  |
| No file uploaded.    |          |         |             |        |       |         |

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

| Name of the Teacher     | Name of the Module      | Platform on which module is developed | Date of launching e-content |
|-------------------------|-------------------------|---------------------------------------|-----------------------------|
| No data/ Not applicable | No data/ Not applicable | No data/ Not applicable               | 01/07/2019                  |
| No file uploaded.       |                         |                                       |                             |

## 4.3 – IT Infrastructure

### 4.3.1 – Technology Upgradation (overall)

| Type     | Total Computers | Computer Lab | Internet | Browsing centers | Computer Centers | Office | Departments | Available Bandwidth (MBPS/ GBPS) | Others |
|----------|-----------------|--------------|----------|------------------|------------------|--------|-------------|----------------------------------|--------|
| Existing | 45              | 1            | 1        | 0                | 2                | 3      | 14          | 10                               | 0      |
| Added    | 0               | 0            | 0        | 0                | 0                | 0      | 0           | 0                                | 0      |
| Total    | 45              | 1            | 1        | 0                | 2                | 3      | 14          | 10                               | 0      |

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

|               |
|---------------|
| 10 MBPS/ GBPS |
|---------------|

### 4.3.3 – Facility for e-content

| Name of the e-content development facility | Provide the link of the videos and media centre and recording facility |
|--------------------------------------------|------------------------------------------------------------------------|
| No data/ not applicable                    | <a href="#">No data/ not applicable</a>                                |

## 4.4 – Maintenance of Campus Infrastructure

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

| Assigned Budget on academic facilities | Expenditure incurred on maintenance of academic facilities | Assigned budget on physical facilities | Expenditure incurred on maintenance of physical facilities |
|----------------------------------------|------------------------------------------------------------|----------------------------------------|------------------------------------------------------------|
|----------------------------------------|------------------------------------------------------------|----------------------------------------|------------------------------------------------------------|

|         |        |         |        |
|---------|--------|---------|--------|
| 1700000 | 959290 | 1200000 | 930944 |
|---------|--------|---------|--------|

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

Every year, the college makes its own estimated expenditure/income budget before the financial year and it send to the university. In budget, college mention individually estimated expenditure/income in different heads for the maintaining physical (Building construction, repairing, furniture purchase/ maintenance etc), and academic-support facilities (for example laboratory, library, sport complex, computers, classrooms, seminar, student tour, common rooms etc). Simultaneously, the college also utilize the 'UGC' and state Govt. grants/funds for particular specified area and follow the guidelines provided by them. However, maintenance of equipments and existing infrastructure is maintained by the internal resources. Additionally, in the college, there are different core committees which are involved in making procedures and policies for maintaining and utilizing physical, academic and support facilities. For example, the building committee works for maintaining and up keeping building construction/repairing of the college. The development fund of the college utilizes for maintenance and repair of furniture and other electrical instruments. On the other hand, in the beginning of 2018, 'RUSA' sanctioned grant of rupees four crore for the development and maintained infrastructure of the college, before May-2018 the detailed progress report (DPR) has been submitted to RUSA by the Governing body, headed by the principal, relating for new construction, renovation, play ground, and laboratories equipments. Details of expected expenditure (in rupees) for budget allocation during financial year 2019-2020 : Contingent Expenditure and other -1200000 Lab Development-300000 Books-500000 Seminar, conference and meeting-250000 Software License and AMC of computers-650000 Details of utilizing expenditure (in rupees) during 2019-2020 : New constructions and Repairing -930944 Purchased new equipments and chemicals for laboratories-740314 Purchased new books -218976

<http://gjcollegebihta.org/TUploads/Core%20Committee.pdf>

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

|                                      | Name/Title of the scheme | Number of students | Amount in Rupees |
|--------------------------------------|--------------------------|--------------------|------------------|
| Financial Support from institution   | No data/Not applicable   | 0                  | 0                |
| Financial Support from Other Sources |                          |                    |                  |
| a) National                          | No data/Not applicable   | Nil                | 0                |
| b) International                     | No data/Not applicable   | Nil                | 0                |
| No file uploaded.                    |                          |                    |                  |

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

| Name of the capability enhancement scheme | Date of implemetation | Number of students enrolled | Agencies involved               |
|-------------------------------------------|-----------------------|-----------------------------|---------------------------------|
| Personal Counselling                      | 10/04/2019            | 65                          | Department of Psychology of the |

No file uploaded.

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

| Year | Name of the scheme      | Number of benefited students for competitive examination | Number of benefited students by career counseling activities | Number of students who have passed in the comp. exam | Number of students placed |
|------|-------------------------|----------------------------------------------------------|--------------------------------------------------------------|------------------------------------------------------|---------------------------|
| 2020 | Career counselling cell | 10                                                       | 12                                                           | 4                                                    | 4                         |

No file uploaded.

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

| Total grievances received | Number of grievances redressed | Avg. number of days for grievance redressal |
|---------------------------|--------------------------------|---------------------------------------------|
| Nil                       | Nil                            | Nil                                         |

**5.2 – Student Progression**

5.2.1 – Details of campus placement during the year

| On campus                                        |                                 |                           | Off campus                    |                                 |                           |
|--------------------------------------------------|---------------------------------|---------------------------|-------------------------------|---------------------------------|---------------------------|
| Name of organizations visited                    | Number of students participated | Number of students placed | Name of organizations visited | Number of students participated | Number of students placed |
| Chola MS General Insurance Co.Ltd. on 11-02-2020 | 80                              | 5                         | No data/ Not applicable       | Nil                             | Nil                       |

No file uploaded.

5.2.2 – Student progression to higher education in percentage during the year

| Year | Number of students enrolling into higher education | Programme graduated from | Department graduated from | Name of institution joined     | Name of programme admitted to |
|------|----------------------------------------------------|--------------------------|---------------------------|--------------------------------|-------------------------------|
| 2019 | 1                                                  | B.Sc. (Honours)          | Mathematics               | Nalanda Open University, Patna | M.Sc. Mathematics             |
| 2019 | 1                                                  | B.A. (Honours)           | Economics                 | A. N. college Patna            | M.A. in Economics             |

No file uploaded.

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

| Items | Number of students selected/ qualifying |
|-------|-----------------------------------------|
|-------|-----------------------------------------|

|                   |     |
|-------------------|-----|
| NET               | Nil |
| SET               | Nil |
| SLET              | Nil |
| GATE              | Nil |
| GMAT              | Nil |
| CAT               | Nil |
| GRE               | Nil |
| TOFEL             | Nil |
| Civil Services    | Nil |
| Any Other         | Nil |
| No file uploaded. |     |

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

| Activity                   | Level                   | Number of Participants |
|----------------------------|-------------------------|------------------------|
| Javelin throw Boys Nil     | college sports event    | 10                     |
| Discuss throw Nil          | college sports event    | 23                     |
| Hammer throw Nil           | college sports event    | 30                     |
| High Jump Nil              | college sports event    | 37                     |
| Long Jump Nil              | college sports event    | 37                     |
| 1500 meter Race Nil        | college sports event    | 14                     |
| 800 meter Race Nil         | college sports event    | 23                     |
| 400 meter Race Nil         | college sports event    | 26                     |
| 100 and 200 meter Race Nil | college sports event    | 84                     |
| Sports Nil                 | university sports event | 20                     |
| No file uploaded.          |                         |                        |

### 5.3 – Student Participation and Activities

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

| Year              | Name of the award/medal | National/ Internaional | Number of awards for Sports | Number of awards for Cultural | Student ID number      | Name of the student    |
|-------------------|-------------------------|------------------------|-----------------------------|-------------------------------|------------------------|------------------------|
| 2020              | No data/Not applicable  | Nil                    | Nil                         | Nil                           | No data/Not applicable | No data/Not applicable |
| No file uploaded. |                         |                        |                             |                               |                        |                        |

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

In 2018, the college conducted student union election as per the rules and regulations provided by the university. For this session 2019-2020 the university has not specified any guideline to conduct student union election. The following students were elected as office bearer for 2018: Mr. Sumit Kumar- President Mr. Shubhankar Singh- Vice President Mr. Milan Kumar-Secretary Mr. Satya Prakash- Joint secretary Mr. Om Prakash- Treasurer Mr.Ravi Ranjan-

University Representative Mr.Satish Kumar- University Representative Mr.Brijesh Kumar- University Representative The college has provided a separate office to run student union smoothly inside the college campus. Up to the last session, student union were more active and asked their demands to the college administration regarding the cleanliness of the college campus, availability of dustbins, improvement of sports grounds etc. They also asked for the opening of P.G. departments in the college campus. Furthermore, the college has also nominated an active and dedicated student (Miss. Pooja Kumari, B.Sc. III year, Chemistry (Honours) in the IQAC. In IQAC meeting, Miss Pooja Kumari asked for improvement of sanitation of girl's wash room and requirement of adequate drinking water for students in the college campus. Unanimously, members of IQAC passed her agenda and the college administration fulfilled her demand. IQAC of the college use to do meeting with students of the college and asked for their requirements time to time. In our college, students involve in extra curriculum activities also through participating in the various units of the college (NCC, NSS and sports).

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

18

5.4.3 – Alumni contribution during the year (in Rupees) :

10440

5.4.4 – Meetings/activities organized by Alumni Association :

Number of meeting organized by the Alumni association - 01, Date 15-02-2020

### CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Two practices of decentralization and participative management: 1. Departments: In the college there are 14 departments in general programmes (B.A., B.Sc., and B.Com.) and 04 courses (BCA, BLIS, BSc-IT, and BBM) in vocational. For each course (general/vocational) there is a head or coordinator. The Principal of the college gives free hand to heads or coordinators of different courses to chalk out their development and academic activities of the department. The Heads/coordinators are free to make their departmental routine to conduct courses properly. They can arrange independently their departmental periodic test, practical examination and internal assessments. We have well qualified teachers and they are expert in their subject. The H.O.D. of the department allot specialized faculty member (as per the departmental routine) for the required topics mentioned in the syllabus and interacts regularly with the principal and faculty members through different core committees. The H.O.D and coordinator are free to give requisitions to the principal of the college for their needs or requirements in the department to run department smoothly. 2. Core committees and In-charges : In the college, there are different committees for planning and development of the college such as, Development committee, Purchase committee, Building committee, IQAC, etc. The name of members for each core committee of the college is uploaded at our institutional website. The core committees are independent to make agendas regarding development of the

college and can arrange meeting time to time. Along with core committees, in-charges of different programmes such as NSS, NCC, sports are also play in decentralization and participate in management. The in-charge of NCC along with the senior officers who came from head office are free to select cadets in NCC and the in-charge of NSS is free to select volunteers in NSS programmes. Similarly, the in-charge of sports is also free to select players/athletes as per the performance given by the players and can send them at the university or national level sports. They can arrange practices and works time to time in the college.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

## 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

| Strategy Type                        | Details                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|--------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Admission of Students                | From 2019-2020 sessions, the admission for undergraduate programme (B.Sc., B.A. and B.Com) part-I was started online through admission portal of Patliputra university. Using this portal student applied online for admission in the UG (Honours/General) courses in arts, science, and commerce programmes. At admission portal of the university, students applied online and they got the colleges as according to their merit list. Whereas, the admission in vocational courses (BCA, BSc-IT, BBM and BLIS) the college allotted on the basis of written examination conducted by the university with followed by the counseling for the college. After the allotment of seats in the college, students fill online admission form, upload their required documents and paid their fees online through the college website in UG (General/Honours) courses or vocational courses. The number of seats in each and every department of the college has been fixed by the higher education. |
| Industry Interaction / Collaboration | Basically, the college run only under graduate programmes (for general/vocational). For the on-campus or off-campus selection of students in all programmes, the college has different committees for example carrier counseling cell and placement development cell. The college has appointed a permanent faculty member as a coordinator for the carrier counseling and placement cell. However, for the collaboration in the higher studies and research programmes IQAC members of the college have initiated                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

|                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|-------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                   | <p>to do MOU with the nearby colleges (A.N. College, Patna and College of commerce Arts and Science, Patna, Science college, patna).</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <p>Human Resource Management</p>                                  | <p>Human resource Management is the important part of the institution. It states the success of an organization. The college management encourage and motivate staffs to deliver their best and endeavor for optimum use of human resources including friendly work culture, transparent environment at all level of functioning, quality improvement of the available non-teaching human resources through inspiration and meetings are some of the highlight of our human resource management.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <p>Library, ICT and Physical Infrastructure / Instrumentation</p> | <p>The central library of the college has rich collection of text books, reference books, e-Journals (through NLIST membership) and magazines for students and teachers. It has separate reading rooms for students as well as for teachers. The central library of the college is partially automated. All books are catalogued digitally through 'Autolib' software and new books are being added. The college is registered in NLIST programme through INFLIBNET and renew membership every year. For ICT, our college have 4 projectors, one smart board with having attached audio-video system. There is a computer lab with having 30 running computers along with the attached LAN or Wi-Fi. In the college there is a seminar room with attached ICT facilities. Furthermore, members of IQAC passed to purchase a 'K-Yan' instrument to improve ICT facilities in the college. For the physical infrastructure, college have a large campus (~17.35 acre) with including 10 class rooms, 10 laboratories with rich equipments and chemicals, 01 seminar hall, 45 computers, a rich central library and the Wi-Fi campus. There is a well established girl's hostel inside the college campus.</p> |
| <p>Research and Development</p>                                   | <p>This college is basically an under graduate (UG) level college, there are no much facilities for research and development. However, some faculty members are involved in research work with the collaboration of P.G. departments of the university or the</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |

nearby PG colleges or institutions. They published their research work in the reputed national and international journals. From the IQAC, members have passed to start research facility in the college campus even at the small cost, enrolling students in Ph.D. with the help of P.G. departments, encourage teachers for attending conferences, seminars, FDP, webinars and writing at least one minor research projects to the various government research funding agencies. They have also suggested for MOU with the nearby institutions /colleges/university. In this regard, the college has started to talk with the nearby PG colleges (A. N. College Patna, College of Commerce arts and science Patna and Science college Patna). The college conducts seminar/webinar and lectures, quizzes either offline or online.

**Examination and Evaluation**

The college is a constituent unit of Patliputra university, Patna and it was established by the bifurcation of Magadh University (M.U.), Bodh Gaya in March, 2018. For the examination and evaluation the college completely follows the rules and regulations of the university. In the academic calendar of the university, there is a specified date for publication of sent up list, date of filling of examination form, date of practical exams, date of theory papers exam, date for evaluation of answer book and the date for publication of results. The marks sheets and the certificates of the students are provided by the university. However, the internal examinations are conducted by the different department of the college.

**Teaching and Learning**

From session, 2018-19, for all programmes (General/Vocational) for students part I and Part II the college follows syllabus and academic calendar of the Patliputra university, Patna. Simultaneously, classes of B.A., B.Sc., B.Com., and all vocational courses for Part-III of students of Magadh University, Bodhgaya (those students who enrolled before 2018) also run according to our master/departmental routine. The college follows the syllabus completely as per the university rules and regulations. The different courses run as per our

prepared master routine and departmental routine. The H.O.D. of the department allot specialized teacher (as per the departmental routine) for the specific topics mentioned in the syllabus. The all faculty members use to teach using the black board and chalk but sometimes or as per the requirement they use smart board and projector to represent the things digitally. In the March 2020, after declaration of covid-19 pandemic, online classes were taken by all the departments using various online platform for example whatsapp group, Google meet, Zoom, quizzes, webinar etc. and all the faculty members were uploaded e-contents on either college or university website and also sent reports periodically to the Rajbhavan. Besides of conventional methods of teaching teachers use to teach students by group discussion, talks, seminars etc. either offline or online.

**Curriculum Development**

The college is a constituent unit of the Patliputra university, Patna. It works according to the prescribed curriculum provided by the university. Courses of studies and syllabus are formulated by the academic council of the university. It is mandatory for all the constituent colleges to follow the syllabus and academic calendar (for admission, registration, examination, results etc.) of the university. In the college there run 14 courses in general programme and 4 courses in vocational programme. The different courses run as per the master routine and departmental routine prepared by the college. In IQAC meeting, members suggested for the scope of expansion of more courses (UG, PG, and certificate/diploma courses and skill development programs) and members agreed to start various courses like National Skills Quality program (NSQF), Bachelor in Vocational course (B-VOC) as per the university rules and regulations.

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

| E-governance area                      | Details                                                                                                                                                                                              |
|----------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Planning and Development</b></p> | <p>In the college, there are different committees for planning and development of the college such as, Development committee, Purchase committee, Building committee etc. The name of members of</p> |

core committees for planning and development of the college are uploaded at the college website. The core committees are independent to make agendas regarding development of the college and can arrange meeting time to time. Along with core committees, in-charges of different programmes such as NSS, NCC, sports also help in making planning and development for the college. Tender of works are advertised at the notice board, newspaper and college website. The college uploads minutes, action taken etc. at the college website. In the Covid 19 pandemic, the IQAC conducted meeting online through the google platform and passed many agendas through the members.

Administration

There are different administration post such as, Principal, Bursar, coordinators and officers in the college. Administrators try to make a clear vision and mission for a wider section of society through its meetings, posters, notices and website. For example, the officers of N.S.S., N.C.C. and the Nodal give their advertisement/ notices through posters and website. The NAAC/IQAC coordinator passed different agendas through members and uploads its minutes and action taken at the college website.

Finance and Accounts

The college have partially management information system. There are different types of bank accounts for different purposes and which are handled by the joined signature of the Principal and the Bursar of the college as per the direction of the university. Annual audit of accounts is done by the competent chartered accountant and state approved auditors regularly. The college makes its own budget report for estimated expenditure/income before the financial year and sends it to the university. In budget, college mention individually estimated expenditure in different heads for the maintaining physical (Building construction/repairing), academic and support facilities for example laboratory, library, sport complex, computers, classrooms, seminar, student tour, common rooms etc. From this year, the college has started to take admission and collection of fees

through online process.

Student Admission and Support

From 2019-2020 sessions, the admission for undergraduate programme (B.Sc., B.A. and B.Com) part-I was started online through admission portal of Patliputra university. Using this portal student applied online for admission in the UG (Honours/General) courses in arts, science, and commerce programmes. At the university admission portal, students applied online and they got the colleges as according to their merit list. Whereas, the admission in vocational courses (BCA, BSc-IT, BBM and BLIS) the college allotted on the basis of written examination conducted by the university with followed by counseling for the college. After the allotment of seats in the college, students fill online admission form, upload their required documents and paid their fees online through the college website in UG (General/Honours) courses or vocational courses. The number of seats in each and every department of the college has been fixed by the higher education. The college doesn't take admission fee for the girl's, SC and ST students in the general courses as per the direction of the university and the state Government. For students support college provide various platforms such as availability of N.C.C., N.SS., student's union office, canteen, different play ground (Cricket, Football, Basketball etc.), availability of adequate drinking water, separate washrooms for boys and girls, a separate common rooms (boys/girls), availability of indoor games in their common rooms, reading room, Wi-Fi campus, well established laboratory in different departments, carrier counseling and placement cells, English communication classes, Etc. There are ramp for disabled students. The college provides scholarship as per the direction of the university and the Government. In the college campus, college have a well established girl's hostel. Furthermore, in the IQAC of the college a student representative is also there. Overall, the facilities of student supports are also available at the college website.

Examination

For the examination, college

completely follows the academic calendar of the university. In the academic calendar which is at the university website, it has already mentioned the date for publication of sent up list, date of filling of examination form, date of practical exams, date of theory papers exam, date for evaluation of answer book and the date for publication of results. However, the internal examinations are conducted by the different department of the college also. After successfully completion of examinations conducted by the university marks sheets and certificates are issued by the university and distributed to students through the college.

### 6.3 – Faculty Empowerment Strategies

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

| Year              | Name of Teacher        | Name of conference/ workshop attended for which financial support provided | Name of the professional body for which membership fee is provided | Amount of support |
|-------------------|------------------------|----------------------------------------------------------------------------|--------------------------------------------------------------------|-------------------|
| 2020              | No data/Not applicable | No data/Not applicable                                                     | No data/Not applicable                                             | Nil               |
| No file uploaded. |                        |                                                                            |                                                                    |                   |

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

| Year              | Title of the professional development programme organised for teaching staff | Title of the administrative training programme organised for non-teaching staff | From date  | To Date    | Number of participants (Teaching staff) | Number of participants (non-teaching staff) |
|-------------------|------------------------------------------------------------------------------|---------------------------------------------------------------------------------|------------|------------|-----------------------------------------|---------------------------------------------|
| 2020              | No data/Not applicable                                                       | No data/Not applicable                                                          | 01/07/2019 | 30/06/2020 | Nil                                     | Nil                                         |
| No file uploaded. |                                                                              |                                                                                 |            |            |                                         |                                             |

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

| Title of the professional development programme | Number of teachers who attended | From Date  | To date    | Duration |
|-------------------------------------------------|---------------------------------|------------|------------|----------|
| Faculty Development programme                   | 1                               | 15/06/2020 | 21/06/2020 | 7        |
| Refresher course                                | 1                               | 21/11/2019 | 04/12/2019 | 14       |

|                                |   |            |            |    |
|--------------------------------|---|------------|------------|----|
| Orientation Programme          | 1 | 29/11/2019 | 19/12/2019 | 21 |
| Faculty Development programmes | 4 | 11/05/2020 | 17/05/2020 | 7  |
| Faculty Development programmes | 5 | 22/05/2020 | 02/06/2020 | 12 |
| Faculty Development programmes | 5 | 08/06/2020 | 17/06/2020 | 10 |
| Faculty Development programmes | 3 | 25/06/2020 | 09/07/2020 | 15 |
| Faculty Development programme  | 1 | 07/05/2020 | 20/05/2020 | 14 |
| No file uploaded.              |   |            |            |    |

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

| Teaching  |           | Non-teaching |           |
|-----------|-----------|--------------|-----------|
| Permanent | Full Time | Permanent    | Full Time |
| 18        | 8         | 20           | 9         |

6.3.5 – Welfare schemes for

| Teaching                                                           | Non-teaching                                                           | Students                                                                                                                                                                                                           |
|--------------------------------------------------------------------|------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Group Insurance, Employee welfare funds, Teachers association fund | Group Insurance, Employee welfare funds, Non-teaching association fund | Free admission for girls, SC and ST students as per direction given by the university and the state Government, Scholarship support from Government, Mukhyamantri kanya uthan yogna, and National scholarship etc. |

**6.4 – Financial Management and Resource Mobilization**

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

|                                                                                                                                                                                                                                                                                     |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| The college conducts internal and external financial audits regularly. Annual internal/external audit of accounts is done by competent chartered accountant, and state approved auditors. Time to time state government auditors also do the auditing work as the external auditor. |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

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

| Name of the non government funding agencies /individuals | Funds/ Grnats received in Rs. | Purpose                 |
|----------------------------------------------------------|-------------------------------|-------------------------|
| No data/ Not applicable                                  | 0                             | No data/ Not applicable |
| No file uploaded.                                        |                               |                         |

6.4.3 – Total corpus fund generated

**6.5 – Internal Quality Assurance System**

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

| Audit Type     | External |                              | Internal |                                    |
|----------------|----------|------------------------------|----------|------------------------------------|
|                | Yes/No   | Agency                       | Yes/No   | Authority                          |
| Academic       | Yes      | Patliputra University, Patna | Yes      | Principal and IQAC of the college. |
| Administrative | Yes      | Patliputra University, Patna | Yes      | Principal and IQAC of the college. |

## 6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

No data/ not applicable

## 6.5.3 – Development programmes for support staff (at least three)

No data/ not applicable

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

1. Time to time organized meetings with IQAC members and different stakeholders (Teachers, Non-teaching, students, and Alumni). 2. A committee of faculty members has been formed for the development of central library and have a membership of NLIST programme through INFLIBNET. 3. Establishment of Alumni Association, English communication classes and a personal counseling cell in the college. 4. The college has taken initiative to add PG courses in different courses. 5. The college works on the collection of progression report of the students. 6. The college has taken initiative for MOU in higher studies/research with the nearby PG colleges/institutions.

## 6.5.5 – Internal Quality Assurance System Details

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

## 6.5.6 – Number of Quality Initiatives undertaken during the year

| Year | Name of quality initiative by IQAC                   | Date of conducting IQAC | Duration From | Duration To | Number of participants |
|------|------------------------------------------------------|-------------------------|---------------|-------------|------------------------|
| 2019 | Committee for the development of the central library | 25/02/2019              | 01/07/2019    | 01/07/2019  | 5                      |
| 2019 | Renewal of NLIST membership through INFLIBNET        | 01/08/2019              | 26/06/2020    | 26/06/2020  | 58                     |
| 2019 |                                                      | 24/10/2019              | 16/12/2019    | 23/12/2019  | 68                     |

|                   |                                                                                                                |            |            |            |     |
|-------------------|----------------------------------------------------------------------------------------------------------------|------------|------------|------------|-----|
|                   | Cleanliness of campus through NSS of the college                                                               |            |            |            |     |
| 2019              | Availability of adequate drinking water in the campus                                                          | 24/10/2019 | 24/10/2019 | 24/10/2019 | 12  |
| 2020              | Promote and develop online academic activities                                                                 | 04/06/2020 | 04/06/2020 | 30/06/2020 | 18  |
| 2020              | Participation in FDP, webinars etc.                                                                            | 04/06/2020 | 04/06/2020 | 30/06/2020 | 18  |
| 2020              | Availability of online facility in the office                                                                  | 04/06/2020 | 04/06/2020 | 04/06/2020 | 12  |
| 2020              | Online quiz to study the awareness regarding threat, symptoms and prevention of COVID-19                       | 04/06/2020 | 13/06/2020 | 16/12/2020 | 500 |
| 2020              | One Day National webinar on strategy for cost control and cost effectiveness during COVID-19 to be Aatmnirbhar | 04/06/2020 | 06/09/2020 | 06/09/2020 | 100 |
| No file uploaded. |                                                                                                                |            |            |            |     |

## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

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

| Title of the programme | Period from | Period To | Number of Participants |
|------------------------|-------------|-----------|------------------------|
|                        |             |           |                        |

|                                              |            |            | Female | Male |
|----------------------------------------------|------------|------------|--------|------|
| College sports                               | 13/09/2019 | 14/09/2019 | 82     | 202  |
| University sports                            | 18/12/2019 | 20/12/2019 | 4      | 16   |
| Special camp programme by NSS of the college | 16/12/2019 | 23/12/2019 | 25     | 43   |
| Covid 19 Jagrukta Abhiyan by unit NCC 26     | 16/06/2020 | 16/06/2020 | 20     | 30   |
| Selection of new cadets in NCC 26            | 07/10/2020 | 07/10/2020 | 25     | 40   |

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

| Percentage of power requirement of the University met by the renewable energy sources                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• The college has a large campus and most of the land are lying vacant and have opportunities for enhancing alternate energy initiatives. Every year in the college plantation of trees are happened with the help of NSS of the college. • A big solar panel with battery is used in the WI-FI server room. • Use of solar bulb with batteries at the street light in the college campus. • LED bulbs are used in the campus. • Cleanliness and awareness programmes are conducted by NSS and NCC of the college. • Maintenance and improvement of college garden and various play grounds by the in-charges (NSS and sports). • Encourage students and teachers for save electricity, save papers, save waters, and use of dust beans etc. • Every year NSS conducts special camp programme in December month for cleanliness of campus (inside and outside), conducts social awareness programmes using posters, banners, pumplets, and stickers. • There are two "Vermi-Composts" in the college and use it as an organic fertilizer for the plants and gardens. • Use of water harvesting inside the campus. • Water analysis of different villages around the college done by the department of Chemistry. • Celebration of international yoga day and arranged yoga Shivir time to time in the college.</li> </ul> |

7.1.3 – Differently abled (Divyangjan) friendliness

| Item facilities                                          | Yes/No | Number of beneficiaries |
|----------------------------------------------------------|--------|-------------------------|
| Physical facilities                                      | No     | Nil                     |
| Provision for lift                                       | No     | Nil                     |
| Ramp/Rails                                               | Yes    | 16                      |
| Braille Software/facilities                              | No     | Nil                     |
| Rest Rooms                                               | No     | Nil                     |
| Scribes for examination                                  | No     | Nil                     |
| Special skill development for differently abled students | No     | Nil                     |
| Any other similar                                        | No     | Nil                     |

facility

7.1.4 – Inclusion and Situatedness

| Year | Number of initiatives to address locational advantages and disadvantages | Number of initiatives taken to engage with and contribute to local community | Date       | Duration | Name of initiative         | Issues addressed                                                          | Number of participating students and staff |
|------|--------------------------------------------------------------------------|------------------------------------------------------------------------------|------------|----------|----------------------------|---------------------------------------------------------------------------|--------------------------------------------|
| 2019 | 1                                                                        | 1                                                                            | 13/09/2019 | 02       | sports unit of the college | various activities of sports                                              | 284                                        |
| 2019 | 1                                                                        | 1                                                                            | 16/12/2019 | 08       | NSS unit of the college    | special camp programme on plantation, cleanliness and visit the slum area | 68                                         |
| 2020 | 1                                                                        | 1                                                                            | 16/06/2020 | 01       | NCC unit 26                | COVID-19 Jagrukta Abhiyan                                                 | 50                                         |

No file uploaded.

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

| Title                   | Date of publication | Follow up(max 100 words)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|-------------------------|---------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Discipline and morality | 01/07/2019          | The college published prospectus a handbook every year before beginning of the session in which rules regulations and directions are provided regarding classroom, discipline, and attendance. In the prospectus it has also mentioned about the cell/boards for example Proctorial board, Anti-ragging cell, Gender cell etc. There are also mentioned many quotes of the great persons and veda which helps student to be a good human and lead to boost up their morality. The NCC, NSS and sports unit of the college also teach |

students about the ethics and morality.

### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

| Activity                                                               | Duration From | Duration To | Number of participants |
|------------------------------------------------------------------------|---------------|-------------|------------------------|
| College sports meet                                                    | 13/09/2019    | 14/09/2019  | 284                    |
| University sports meet                                                 | 18/12/2019    | 20/12/2019  | 20                     |
| Special camp programme by NSS unit of the college                      | 16/12/2019    | 23/12/2019  | 68                     |
| Personal counselling                                                   | 01/07/2019    | 30/06/2020  | 65                     |
| COVID-19 Jagrukta Abhiyan by NCC unit 26                               | 16/06/2020    | 16/06/2020  | 50                     |
| A seminar on NRC in Assam organized by department of political science | 23/01/2020    | 23/01/2020  | 49                     |
| No file uploaded.                                                      |               |             |                        |

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

- The college has a large campus and most of the land are lying vacant and have opportunities for enhancing the Eco-friendly campus. Every year in the college, a plantation programme are happened with the help of NSS of the college.
- Plastic free campus.
- Use of solar bulb with battery at the street light in the college campus. A big solar panel with battery is used in the WI-FI server room.
- LED bulbs are used in the campus.
- Cleanliness and awareness programmes are conducted by NSS and NCC of the college.
- Maintenance and improvement of college garden and various play grounds by the in-charges (NSS and sports).
- Encourage students and teachers for save electricity, save papers, save waters, and use of dust beans etc.
- Every year NSS conducts special camp programme in December month for cleanliness of campus (inside and outside), conducts social awareness programmes using posters, Banners, Pumptlets, stickers etc.
- There are two "Vermi-Composts" in the college and use it as an organic fertilizer for the plants and gardens.
- Use of water harvesting inside the campus.
- Large number of local people use the campus for morning and evening walk, running, playing various sports for their physical fitness/development and they help in making campus Eco-friendly.

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

1. Eco-friendly Campus: • The college has a large campus and most of the land are lying vacant and have opportunities for enhancing the Eco-friendly campus. Every year in the college, a plantation programme are happened with the help of NSS of the college.
- Plastic free campus.
- Use of solar bulb with battery at the street light in the college campus. A big solar panel with battery is used in the WI-FI server room.
- LED bulbs are used in the campus.
- Cleanliness and awareness programmes are conducted by NSS and NCC of the college.
- Maintenance and improvement of college garden and various play grounds by the in-charges (NSS and sports).
- Encourage students and teachers for save electricity, save papers, save waters, and use of dust beans etc.
- Every year NSS conducts

special camp programme in December month for cleanliness of campus (inside and outside), conducts social awareness programmes using posters, Banners, Pamplets, stickers etc. • There are two "Vermi-Composts" in the college and use it as an organic fertilizer for the plants and gardens. • Use of water harvesting inside the campus. • Large number of local people use the campus for morning and evening walk, running, playing various sports for their physical fitness/development and they help in making campus Eco-friendly. 2. Good teaching and Learning environment: The college has well qualified (15 are having PhD degrees out of 18) faculties in each and every departments. They have come from the different premier institutes (BHU, JNU, IIT, DU etc) of India. In the college mostly students come from rural background and they are fortunate to have good faculty members. There run 14 departments in the general/Honours and 04 courses in vocational programmes. There are good facilities available in the college which help them to improve their quality and knowledge. 3. Gender Equity: Since, the college is co-educational and every year large numbers of girls student take admission in different courses in the college. The college has a separate and well equipped girl's hostel, and a common girl's room inside the campus. It has different committees for support gender equity for example Gender cell, anti-ragging cell etc. The most important in all the important committees and administration women members are involved. A gender sensitization is seen in the lectures, sports competition, and programs conducted by the NCC and NSS units of the college.

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

<http://gjcollegebihta.org/TUuploads/Best%20practices.pdf>

### 7.3 – Institutional Distinctiveness

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

1. The performance of the institution in one area distinctive to its vision: Since, this college is a co-educational and situated in the rural area. There are 14 departments in general/ Honours (B.A./B.Sc. and B.Com) and 4 courses (BCA, BLIS, BBM and BScIT) in vocational programmes. Every year large number of rural students (Girls and Boys) takes admission in different courses of the college. The college provides free admission to all girls, SC and ST students as per the direction of the university and the Government. College also helps girl students to get different types of scholarship (National Scholarship, Mukhymantri Kanya Uthan Yogna scholarship) provided by the Government. A gender sensitization programmes are also seen in the different programmes such as lectures/seminars, sports competition, NCC and NSS units of this college. Students participate with full enthusiasm in each and every unit (academic as well as extracurricular activities) of the college. Additionally, local people also use college campus for running, walking, and play grounds for sports everyday for their physical fitness. Therefore, we can say that the college provides quality education and opportunities for intellectual and emotional growth through different programmes which are relevant and responsive to the needs of the rural and educationally weak society of this region of the state.

2. The performance of the institution in one area distinctive to its priority: College gives priority to promote education for poor students and girls students of rural background. The rural background students can't effort their education in the urban colleges. The college provides academic as well as to encourage them to participate in extracurricular activities (NSS, NCC and sports) also.

3. The performance of the institution in one area distinctive to its thrust: It is fortunate that college has well qualified faculty members in each department. They have taken their degrees from the premier institutes from different part of the country. Therefore, students from rural background are

very much benefited from our faculty members. This is our thrust area which makes us distinctive in performance of the institution

Provide the weblink of the institution

<http://gjcollegebihta.org/TUuploads/Distinctivness%20of%20the%20college.jpg>

### **8.Future Plans of Actions for Next Academic Year**

1. Availability of more ICT facilities in the college. 2. A complete development of SWAYAM in the college. 3. Availability and development of more online academic facilities. 4. Maintenance of play ground. 5. Improvement of seminar hall. 6. A fully automation of central library and availability of E-library. 7. Development of Research laboratories in the selected departments even with the small cost. 8. MOU in higher studies/Research with PG colleges/institutions. 9. Opening of PG courses in selected departments. 10. Enrichment of departments by equipment and facilities. 11. Students progression 12. Plantation and beautification of the college 13. Availability of more wash rooms for students. 14. Arranging more seminars/conferences/webinars/workshop in the college. 15. Encourage for writing minor projects. 16. Encourage Alumni for the registration.