



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution

SRI GADADHAR ACHARYA JANTA
COLLEGE

- Name of the Head of the institution Prof. (Dr.) Bikash Krishna Singh
- Designation Principal (in-charge)
- Does the institution function from its own campus? Yes

- Phone no./Alternate phone no. 06122262377
- Mobile No: 9835322235
- Registered e-mail gjcollegebihta@gmail.com
- Alternate e-mail shamimktr57@gmail.com
- Address Rambagh
- City/Town Bihta
- State/UT Bihar
- Pin Code 801103

2.Institutional status

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

- Financial Status **UGC 2f and 12(B)**
- Name of the Affiliating University **PATLIPUTRA UNIVERSITY, PATNA**
- Name of the IQAC Coordinator **DR. MD. SHAMIM ALAM**
- Phone No. **06122262377**
- Alternate phone No. **9431471858**
- Mobile **8210832126**
- IQAC e-mail address **shamimktr57@gmail.com**
- Alternate e-mail address **gjcollegebihta@gmail.com**

3. Website address (Web link of the AQAR (Previous Academic Year)) <https://gjcollegebihta.ac.in/assets/iqac/AQAR%202019-2020.pdf>

4. Whether Academic Calendar prepared during the year? **No**

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

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C	1.87	2017	30/10/2017	29/10/2022

6. Date of Establishment of IQAC **03/07/2012**

7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Not Applicable	Not Applicable	Not Applicable	2020-2021	0

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

- Upload latest notification of formation of IQAC [View File](#)

9.No. of IQAC meetings held during the year 02

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report **No File Uploaded**

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

- If yes, mention the amount

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

1. Involved in making agendas and conducting successfully meeting of IQAC of the college with all stake holders (Teachers, Alumni, students etc.), simultaneously, upload its minutes of meetings and action taken report at the college website time to time.

2. Involved to update the college website from gjcollegebihta.org to gjcollegebihta.ac.in and its maintenance. IQAC of the college always try to make students friendly website. Students are getting benefit in their admission, online payment, send feedback and get notice easily. IQAC is also involved to provide e-contents at the college website.

3. Involved in enrichment of central library through the new books and renewal of membership of NLIST programme through INFLIBNET for 2021-2022. IQAC always ask to enroll/ register more number of students from each and every department in NLIST programme.

4 Involved in evaluation and analysis of teaching-learning process either offline or online. In the pandemic (Covid-19) situation teachers took classes online. Along with the classes, IQAC also promoted to the personal counselling cell of the college and faculty members to do counselling of all students who have required especially during the covid-19 pandemic situation.

5. IQAC involved in development of infrastructure at every steps either by new construction, renovation, plantation and beautification of the college. Additionally, involved in publishing college magazine for 2021 and installation of CCTV in the college

premises.

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

Plan of Action	Achievements/Outcomes
1. Teaching -learning: (a) In the beginning of session 2020_2021, IQAC was focused on the completion of syllabus of all the courses in schedule time either offline/ online. IQAC was also focused on the assessment and evaluation of all general and vocational courses.	1. Teaching and Learning: (a) Syllabus for the session 2020_2021 has been completed on scheduled time and evaluated and analyzed of all general and vocational courses. Online classes were taken by all the departments using whats-app group, Google meet, Zoom etc.
(b) Seminar and lecture series:	(b) IQAC arranged seminar, lecture series time to time in the college.
(C) Personal Counselling Cell:	(c) Personal counselling cell performed very well during the session. It runs by the department of Psychology of the college and they take care of those students who have required especially during Covid-19 Pandemic situation.
2. Digitization and E-learning of library: (a) Renewal of membership of NLIST programme through INFLIBNET for 2021-2022.	2.(a) The work has been completed for session 2020-2021.
(b) Up-gradation of Website:	(b) Up-gradation of Website: Upgraded the college website from gjcollegebihta.org to gjcollegebihta.ac.in and maintenance has been done.
3. Infrastructure and Development work: (a) Distribution of development work under seven criterion mentioned in NAAC	(3) (a) In a IQAC meeting with teachers the development work under seven criterion mentioned in NAAC has been distributed among the teachers.
(b) New construction and renovation of college stadium:	(b) New construction (Fee counter shade by the side of

	administrative building with separate wash rooms for girls and boys and a new construction at the first floor above the class room, portico etc.) and renovation of the stadium in the college campus have been done.
(c) Publish of the College magazine for 2021	(c) The work has been done.
(d) Installation of CCTV in the college campus:	(d) Installation of CCTV in the college premises has been done.

13. Whether the AQAR was placed before statutory body? No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Part A**Data of the Institution**

1.Name of the Institution	SRI GADADHAR ACHARYA JANTA COLLEGE
• Name of the Head of the institution	Prof. (Dr.) Bikash Krishna Singh
• Designation	Principal (in-charge)
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13. Whether the AQAR was placed before statutory body?	No
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Nil	Nil
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2020-2021	10/02/2022
15. Multidisciplinary / interdisciplinary	
16. Academic bank of credits (ABC):	
17. Skill development:	
18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)	
19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):	
20. Distance education/online education:	

Extended Profile

1. Programme

1.1	18
Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	View File

2. Student

2.1	5091
Number of students during the year	
File Description	Documents
Data Template	View File

2.2	
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	View File

2.3	1374
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File

3. Academic

3.1	13
Number of full time teachers during the year	

File Description	Documents
Data Template	View File
3.2	68
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	11
Total number of Classrooms and Seminar halls	
4.2	43.60251
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	45
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

This college is a constituent unit of Patliputra University, Patna since March 2018 and before it was a constituent unit of Magadh University, BodhGaya. From session, 2018-19, for all courses (B.A./B.Sc/BCom./Vocationals) college follows academic calendar prescribed by the University. Simultaneously, classes of B.A., B.Sc., B.Com., and all vocational courses for all year (part-I, part-II and Part-III) for all students also run according to our master and departmental routine. Courses of studies and syllabus are formulated by the academic council of the University. It is a mandatory for all the constituent colleges to follow the academic calendar (for admission, registration, examination, results etc.) of the concerned university. In our college, 18 courses are running in Honours and vocational programme. The different courses run as per the prepared master routine and departmental routine. In our

college there run many committees which helps to student in academic as well as in extracurricular activities. We have well qualified teachers and they are expert in their subject. The H.O.D. of the respective department allot specialized teacher (as per the departmental routine) for the required topics mentioned as per the syllabus.

We have different departments and design the curricula as below:-

- Allotment of different topics of teachers with specialization and self interest in topics.
- Specific teaching methods for better subject understanding and easy delivery.
- Arrangement of seminars and extra motivational classes.
- Arrangement of co-curricular and extracurricular activities for students.
- Arrangement of periodical examination in each and every department.
- Availaibilityof counseling cell in the college run by the department of psychology.
- Availaibilityof 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.
- we provided online classes in the pandemic covid-19 situation and arranged e-contents at the college as well as university website.
- we also provide syllabus, routine and notice at the college website and the department notice board.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

The college is a constituent unit of Patliputra University, Patna since March 2018. For all courses (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, 14 courses are running 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 is 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.

These are the following points by which the college adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE):

1. Core committee: There are different core committees in the college. These core committees conduct 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 always focus on the completion of syllabus on time for all departments. IQAC arrange meetings with all stakeholders (Teachers, students, Alumni, Non-teaching etc.) and take their feedback. After the analysis of their feedback IQAC write an application to the principal of the college to take action or make implement on the passed agendas by IQAC. By this process we evaluate continuously.
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.
5. Progression of students: IQAC also focus on the progression of

students whether student goes to higher education or job.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University C. Any 2 of the above

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

1.2 - Academic Flexibility

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

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

0

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

1.2.2 - Number of Add on /Certificate programs offered during the year

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

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

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

0

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

0

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

1.3 - Curriculum Enrichment

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

Yes, the college integrates crosscutting issues relevant to professional Ethics, Gender, Human values, Environment and Sustainability into the curriculum by the following steps:

1. Arrangement of seminars and extra motivational classes: The college conducts seminars and extra motivational classes on different topics including professional ethics, Gender, Human values, Environment and sustainability time to time in the college. Recently, a lecture of series were conducted by the IQAC of the college based on the Covid-19 pandemic and its biological and psychological impact. Additionally, motivational or importance of days for example National science day, International yoga day,

celebration of Hindi Diwas etc. impact on the cross cutting issues.

2. Discipline and morality: The college publishes a 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, Antiragging cell, Gender cell, IQAC etc. There are also mentioned many quotes of the great persons and vedas which help students to be a good human and lead to boost up their morality.

3. Extracurricular activities: Many students (Boys and girls) participate in extracurricular activities such as NCC, NSS, sports, Red ribbon club etc which help in the cross cutting issues. Every year NSS conducts special camp programmes in December month for cleanliness of campus (inside and outside), conducts social awareness programmes using posters, banners, pamphlets, and stickers.

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

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

3

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

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

88

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

1.4 - Feedback System

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

D. Any 1 of the above

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://gjcollegebihta.ac.in/assets/igac/Students%20feedback%20analysis.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

3114

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

1565

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

Yes, the college assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners by the following ways:

1. **Academic assessment:** Each and every department conduct formative and summative assessment for all students and arrange remedial/tutorial classes for slow learners thrice in a week and a personal counselling by each and every department for advanced learners to motivate them to go towards higher studies (NET, GATE, BARC, TIFR, JAM), UPSC examinations etc. Furthermore, advanced learners are identified at the time of admission on the basis of their performance in the last examination. Teachers monitor their performance. They are also given awards and prizes on the basis of internal assessment and their names are displayed on the notice board.

2. **Seminars, workshop symposium, quizzes and debates:** The college conducts seminar, workshop, symposium, quizzes and debates time to time for advanced learners and slow learners. Teachers motivate to advance learners to give lectures or lead in symposium.

3. **Personal counselling cell:** In this college a personal counselling cell is running by the department of Psychology. The counselling cell of the college always trying to solve the students problem or help them to cope their hurdles.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
5092	13

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

Yes, College have students centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences which are given below:

1. **Experimental facilities:** The College focuses on experimental learning. Very good experimental facilities are available in the experimental labs (Physics, Chemistry, Botany, Zoology and Psychology as well as in vocational courses). At every instrument there use to keep manual, before doing experiment students read manual first and then start to do experiment. After completion of the experiment teachers check their practical note book followed by viva-voice.

2. **Seminars/webinar, conferences, symposium and workshop:** The college conducts seminar, workshop, symposium, quizzes and debates time to time in each and every departments. Every year the college celebrate National Science Day, Yoga shivir, Hindi-Diwas and lectures on current topic such as "Impact of NRC; A case study of Assam", Psychological and biological impact of Covid-19, National Education Policy etc. which helps in participative learning of students.

3. **Personal counselling 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 2020-2021, the counselling of the college helps so many students in online and offline mode. In the Covid-19 pandemic counseling cell was more active and they take care of all students. Around 35 students have taken support from the cell this year.

4. **Extracurricular activities:** Many students (Boys and girls)

participate in extracurricular activities such as NCC, NSS, sports at university and national level, Red ribbon club etc which are students centric method helps in enhancing learning experiences. NSS/NCC conduct special camp programme every year for cleanliness of campus, conducts social awareness programmes using posters, banners, pumplets, and stickers.

5. Career counseling and placement cell: The aim of the cell is to guide or help students regarding their academic carrier and scope of the courses. The cell also tells about the responsibility towards the society.

6. Project work: In vocational courses (BCA, BBM and BSc-IT) a project work is compulsory to do for all final year students. A project work is already included in the syllabus.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

The college has adequate number of computers in laboratories, library, office and various departments. A well equipped smart class, seminar hall with smart board, LCD projector are available in the college to facilitate use of ICT enabled tools for effective teaching-learning process. For ICT facilities, the college have 6 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. Furthermore, members of IQAC passed to purchase a 'K-yan' and more instrument to improve ICT facilities in the college. In the session 2020-2021, after declaration of covid-19 pandemic, online classes were taken by all departments using various online platform for example whatsapp group, Google meet, Zoom, quizzes, webinar etc and all faculty members were uploaded e-contents on either college or university website. Besides of conventional method of teaching, teachers use to teach students using ICT enabled tools for effective teaching-learning process.

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

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

2.3.3.1 - Number of mentors

13

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

2.4 - Teacher Profile and Quality

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

13

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

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

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

11

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

13

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

2.5 - Evaluation Process and Reforms

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

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. Further, for the final or yearly examinations the college follows completely all rules and regulations mentioned in the academic calendar of the university. In the internal practical and viva voice examination H.O.D. of the department appoint external teachers either from same university or from other university. They check their practical copy and ask viva-voicerigrously to each and every

students. Furthermore, IQAC of the college also do internal assessment regularly.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

The college is a constituent unit of the Patliputra University, Patna. The college follows the academic calender given by the university. The office is very helpful in administrative work regarding marks sheets, issuing of certificates at time, and their grievances are redressed quickly. In the internal practical and viva voice examination Principal / H.O.D. of the department appoint external teachers either from same university or from other university. They check their practical copy and ask viva-voicerigrouslly to each and every students and thenupload obtained marks of each and every student at the university website (confiedential section of dapartment of examination) on same day and send their hard copies of marks to the university through proper channel. If students have any grievances regarding their internal examination, the Principal and HODs of the college redressed their grievances quickly.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

In the college there are 14 courses in general/Honours programme (B.A., B.Sc, B.Com.) and 4 courses (BCA, BSc-IT, BBM, BLIS) in vocational programme. Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution. Teachers motivate students and tell the possibility of course outcomes of the choosed programmes. Teachersencourage studentsto move forward in the higher education. The college is placed atthe rural area inthe Patna District. Most

of the students are interested to go towards the general competitions after completion of their graduation. In the library, there are many competitive books and magazines for their preparation towards the competitive examination. In the vocational courses, students mostly goes towards the IT-sector or higher education.

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

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

Data on student performance and learning outcomes are reflected by our students in the university examination results. This is kept in mind by the IQAC and academic bodies while planning the future course. The teaching, learning and assessment strategies of the institution are structured in the form of different academic and administrative committees.

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

2.6.3 - Pass percentage of Students during the year

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

950

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

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://gjcollegebihta.ac.in/assets/igac/Students%20feedback%20analysis.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

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

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

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

0

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

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

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

06

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

3.2 - Research Publications and Awards

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

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

04

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

0

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

3.3 - Extension Activities

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

Extension activities are carried out in the neighbourhood community, sensitizing students to social issues for their holistic development and impact by following ways:

1. NSS, NCC units and Red ribbon club: The College promote Institution- neighborhood community network to contribute to good citizenship, service orientation and holistic development of students through NSS, NCC units and Red ribbon club etc. NSS and NCC cadets regularly take part in cleanliness drive, conduct awareness programmes for example on Covid-19, Anti dowry, plantation, environment issues, AIDS awareness programme etc.
2. Water analysis of different villages around the college done by the department of Chemistry.
3. Celebration of international yoga day and arranged yoga Shivar time to time in the college
4. Gender Equity: Since, this college is co-educational and every year large numbers of girls student take admission in different courses in the college. The college has a girl's hostel, common girl's room and constituted a sexual harassment cell, anti-ragging cell. Women faculty members are part of all important committee and administration. A gender sensitization program is seen in the lectures, sports competition, and programs conducted by the NCC and NSS units of this college.

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

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

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

0

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

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

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

06

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

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

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/

NCC/ Red Cross/ YRC etc., during the year

40

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

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

0

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	No File Uploaded

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

0

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college have a large campus (~17.35 acre) with including 12class rooms, 10 laboratories with rich equipments and chemicals facilities, 03seminar hall, 45 computers, a rich central library and the Wi-Fi campus. The college has adequate number of computers in laboratories, library, office and various departments. A well equipped smart class, seminar hall with smart board, LCD projector are available in the college to facilitate use of ICT enabled tools for effective teaching-learning process. For ICT facilities, the college have 6projectors, one smart board with having attached audio-video system. There is a computer laboratory (for BCA and BSc-IT vocational courses) with having 30 running computers along with the attached LAN or Wi-Fi.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. furthermore,There is a well established girl's hostel inside the college campus.

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

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

The intuition have adequate facilities and infrastructure for cultural activities, sports, games either indoor or outdoor, gymnasium, yoga centre etc.The college has a large campus (~17.35 acre) and most of the land are lying vacant and have opportunities for enhancing these requirements. Every year in our college culutural activies happened on 26th January and 15th August. The college has a seperate unit of NCC and NSS. Many students (Boys and girls) participate in extracurricular activites such as NCC,

NSS, sports at university and national level. A unit of NSS and NCC conduct special camp programme every year for cleanliness of campus, and social awareness programmes at the college, university and national level. We have facilities of indoor games like table tennis, chess, carom etc. Furthermore, we have very good sportgrounds for outdoor games such as Foot ball, Cricket and Volley ball, Basketball. Students play regularly these games. Additionally, the college has a large stadium inside the campus recently it has been renovated by the college administration. In the large campus, every year college celebrates International Yoga Day on 21st June. The college also arranges Yoga shivir for 2-3 days in the college campus. Every year students (boys and girls) from our college participate and win sports competition at the university and national level.

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

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

4

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

4

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

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

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

14.54602

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

4.2 - Library as a Learning Resource

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

Yes Library is partially automated using Library Management System. The name of software is "AutoLIB", version 1.0.0.0 and year of automation is 2017. 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. The central library of the college has rich collection of text books (no. of text books = 25724), reference books (no. of reference books = 400), e-Journals (through NLIST membership) and magazines for students and teachers. There are separate reading rooms for students as well as for teachers.

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

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

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

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

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

0.05900

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

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

4.2.4.1 - Number of teachers and students using library per day over last one year

25

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

4.3 - IT Infrastructure

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

Yes, Institution frequently updates its IT facilities including Wi-Fi. In the college, there run 4 vocational courses (BCA, BSc-IT, BBM and BLIS) since 2010. There is a computer laboratory (for BCA and BSc-IT vocational courses) with having 30 running computers along with the attached LAN or Wi-Fi. Along with the vocational courses in General/ Honours programme (B.A., BSc. and B.Com.) also there are threeseminar/ conferences rooms along with the smart board, projectors and Wi-Fi, LCD with attached Wi-Fi. The college haspartially management system.

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

4.3.2 - Number of Computers

45

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution C.10 - 30MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

43.60252

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

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

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 utilizes the 'UGC' and state Govt. grants/funds for particular specified area and follows 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. Every year college audits the income and expenditure by a competent chartered accountant.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

790

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

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

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

0

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

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

E. none of the above

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

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

0

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

0

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

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

D. Any 1 of the above

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

5.2 - Student Progression**5.2.1 - Number of placement of outgoing students during the year****5.2.1.1 - Number of outgoing students placed during the year**

3

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

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

5.2.2.1 - Number of outgoing student progression to higher education

7

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

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

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

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

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

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

0

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

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

Earlier, the college had conducted student union election as per the rules and regulations provided by the university. For this session 2020-2021 the university has not specified any guideline to conduct student union election. The college has provided a separate room for the student union inside the college campus. The regular students of the college also keep their demands to the principal of the college regarding the cleanliness of the college campus, availability of dustbins, improvement of sports grounds, improvement of sanitation of girl's wash room and requirement of adequate drinking water and opening of P.G. departments in the college etc. Furthermore, in the IQAC of the college always a student representation is there. IQAC of the college use to make meeting with students of the college and asked their requirements and grievances time to time. Moreover, students also take participation in extra curriculum activities (NCC, NSS and sports). The college has a separate NCC and NSS units. Many students (Boys and girls) participate in extracurricular activities such as NCC, NSS, sports at university and national level. A unit of NSS and NCC conduct special camp programme every year for cleanliness of campus, conducts social awareness programmes at college, university and national level. We have facilities of indoor games (Table Tennis, Chess, Carom-board etc.). furthermore, we have very good sports grounds for outdoor games such as Football, Cricket and Volley ball. Students play regularly these games. Additionally, the college has a large stadium inside the college campus. Every year college celebrate International Yoga Day on 21st June in the large campus. The college also arrange Yoga shivir for 2-3 days in the college campus.

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

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

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

1

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

In the college, there is a functional Alumni Association and their registration is under process. Alumni association of the college has been established on 15-07-2019. In a general meeting of Alumni, they elected their office bearers and formed an executive body to run in a proper way. In this meeting following persons were elected as office bearers,

president- Dr. Lalit Mohan Sharma

Secretary: - Dr. Anand Kumar

Treasurer:- Sri Ramanuj Singh

Vice president:- Sri Naresh Sharma

Joint Secretary: Sri Ajeet Kumar

In this session 2020-2021, they have conducted a general alumni meeting on 16-09-2021 and discussed on every development of the college. They have taken resolution to do some unique work in the college campus and discuss to generate more funds by adding of more alumni as members. In the college campus, there is a permanent board for Alumni association and they have active bank account.

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

5.4.2 - Alumni contribution during the year E. <1Lakhs (INR in Lakhs)

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

This college is a co-educational institution and it is dedicated to the total development of the individual, especially rural poor section producing graduates who are competent, compassionate and committed to the ideals exemplified by this institution. Since the inception of this college, it aims to provide quality education and opportunities for intellectual and emotional growth through programmes which are relevant and responsive to the needs of the rural and educationally backward society of this region of the state. Thus our mission is to bring quality education through qualitative and quantitative approach to the educationally backward masses of the region. Since inception, the institution has been imparting education in Arts and Humanities, Science and Commerce to its student admitted from all types of background and all sections of society. The college located in between Patna in east and Ara in west has tough competitions from the urban

institution located there. Only economically incapable students come to us and we cater economically weakest of the weak section of society. Thus, we cater fairly large proportion of under privileged marginalized and down trodden students from the neighbouring villages.

The college administration consciously tries to percolate its vision and mission to a wider cross section of society through different ways:

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 IQAC coordinator passed different agendas through members and uploads its minutes and action taken at the college website.

Student admission and support: students take admission in the UG (Honours/General) courses in arts, science, and commerce programmes as well in vocational courses (BCA, BLIS, BBM and BSc-IT). 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 complete development of students the college support various platforms such as the availability of N.C.C., N.S.S., 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

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

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

These are the following ways for the institutional practices such as decentralization and participative management:

Departments: In the college there are 14 departments in general programmes (B.A., B.Sc., and B.Com.) and 04 vocational courses (BCA, BLIS, BSc-IT, and BBM). For each course (general/vocational) there is a head or coordinator. The Principal of the college gives free hand to heads or coordinator 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. There are 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 interact 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 committees 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, incharges 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 of the NCC are free to select cadets time to time 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.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institute policy is based on its vision and mission. Here, most of the students belong to the rural and educationally poor society of this region. In the college, there are different administration post such as, Principal, Bursar, HODs/Coordinators and officers. Administrators try to make a clear vision and mission for a wider section of society through its meetings, posters, notices and website. We decide every aspect of the development and planning keeping vision and mission in mind. All levels of action, i.e. decision making, execution of schemes, and deployment of strategies, review of resultants have to be oriented in a proper way.

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

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

The UGC, the Parent University and Govt. of Bihar has set some norms for the functioning of the institution. The institution function under the guidelines of the Universities Acts and statutes. The Principal of the college forms different committees which works keeping in mind the above mentioned facts. IQAC monitors and evaluate these activities periodically and report to the principal. The Principal can directly convene the meetings of different committee. 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. Audit of accounts is done time to time 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 it sends to the University every year. In budget, there are mentioned 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.

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

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The institution has effective welfare for teaching and non-teaching staff and these are the welfare scheme

1. Group Insurance for teaching and non-teaching staffs,
2. Employee welfare funds,
3. Teaching and non teaching association fund

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

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

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

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

0

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

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

14

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

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

The principal, IQAC and various committees of the college meet periodically to monitor activities of the institution. Reports submitted by direct committees are considered and relevant points are sent to the University for consideration.

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

6.4 - Financial Management and Resource Mobilization

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

The college conducts internal and external financial audits regularly. Annual internal/external audit of accounts is done by a competent chartered accountant, and state approved auditors. Time to time state government auditors also do the auditing work as the external auditor. There is no audit objection was raised in last financial year.

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

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

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

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

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

In the college there are various core committees, like building committee, development committee, purchase committee etc. The principal and bursar of the college monitor effective and efficient use of available resources. In case of planning a building, estimate is prepared by the University engineer, approved by the University. Tender of the work is also advertised at the college/ university website and news papers as per the rules and regulation.

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

6.5 - Internal Quality Assurance System

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

Internal Quality Assurance Cell (IQAC) has been contributed many significantly for institutionalizing the quality assurance strategies and processes:

1. Meetings, minutes and Action taken: IQAC involved in making agendas and conducting meeting successfully with all stakeholders (Teachers, Non-teaching, students, Alumni) time to time. Simultaneously, upload minutes of meetings at the college website. Finally, we put passed agendas to the principal of the college for action taken.

2. Teaching-learning: IQAC involved on the completion of syllabus of all the courses in schedule time either offline/ online. IQAC was also focused on the assessment and evaluation of all general and vocational courses. IQAC also arranged seminars, lecture-series time to time in the college. Every year college celebrate many important days through IQAC for example National Science Day, International Yoga Day, Hindi Diwas, etc.

3. Feedback Analysis: IQAC analysed the collected feedback through all stake holders and try to resolve their grievances.

4. Infrastructure and development work: IQAC distributed development work under seven criterion mentioned in NAAC among the

teachers. IQAC always involved at every step of development work in the college (New construction, renovation, website upgradation, library development, installation of CCTV in the college campus etc.)

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

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

Yes, IQAC involved in evaluation and analysis of teaching learning process. During pandemic Covid-19 teachers took classes online mode through various platforms (Google meet, Zoom and whatsapp group). After completion of the classes they uploaded their PDF, and Videos to the University or college websites. IQAC collect feedback manually from students for each and every department and involved in evaluation and analysis of feedback. After evaluation, IQAC make agendas and keep these agendas in various meetings and finally give these passed agendas to the principal of the college for the implementation. IQAC may ask to HODs and coordinators to conduct periodic tests and internal assesment time to time in the department. Additionally, in the Covid19 pandemic, the classes for general/ vocational courses were run online. There is a personal counseling cell which run by the department of Psychology for helping of the the required students and teachers. Furthermore, IQAC 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). IQAC upload minutes and action taken report to the college website.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

D. Any 1 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Since, it is a co-educational institute and situated in the rural area. 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. The college also helps girl students to get different types of scholarship (National Scholarship, Mukhymantri Kanya Uthan Yogna scholarship etc.) provided by the Government of Bihar. The college has a separate and well equipped girl's hostel made by the UGC. There is a common girl's room inside the campus. There are different committees which promotes gender equity in the college for example Gender cell, anti-ragging cell, IQAC etc and in all important committees and administration girls/ women (faculty members) are involved. A gender equity is mostly seen in every steps of the college development for examples in seminars, sports competition, and programs conducted by the NCC and NSS units.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

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

The institute have different facilities for the management of the following types of degradable and non-degradable waste. There are two "Vermi-Composts" in the college and it uses as an organic fertilizer for the plants and gardens. Furthermore, the institute have water harvesting system inside the campus. However, every year NCC and NSS conducts special camp programme for cleanliness of campus (inside and outside), conducts social awareness programmes using posters, banners, pumplets, and stickers. They (cadets and volunteers) involved in plantattion, maintenance and improvement of college garden and various play grounds. Encourage students and teachers for save electricity, save papers, save waters, and use of different dust beans for degradable and non-degradable waste materials. Furthermore, the Department of Chemistry do some water analysis of different villages around the college to detect hazardous chemicals/elements present in the drinking water.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

B. Any 3 of the above

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

- 1. Restricted entry of automobiles**
- 2. Use of Bicycles/ Battery powered vehicles**
- 3. Pedestrian Friendly pathways**
- 4. Ban on use of Plastic**
- 5. landscaping with trees and plants**

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

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit

E. None of the above

3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms.

D. Any 1 of the above

Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment
5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

The college has large campus and most of the land are lying vacant and have good opportunities for enhancing the campus Environmental

Consciousness. Every year in the college plantation programmes are done with the help of NSS/NCC volunteers/cadets of the college. In the campus we also use alternate energy (solar bulb with battery at the street light in the college campus and a big solar panel with battery in the WI-FI server room). The sports incharge always take care of various play grounds. Additionally, the college has its own stadium inside the campus. Students either from inside or outside of the college use playgrounds (cricket, volleyball etc.) for conducting matches. Every year NSS conduct special camp programme in month of December 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. There is a water harvesting system inside the campus. The most important that every day large number of local people use the campus for morning and evening walk, running, playing various sports for their physical fitness/development.

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

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

The college published prospectus a handbook every year before beginning of the session in which rules regulations and directions are provided regarding classrooms, discipline, and attendance. In the prospectus it has also mentioned about the cell / boards for example Proctorial board, Antiragging cell, Gender cell, IQAC 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. The awareness programmes conducted by NSS, NCC of the college sensitized students and employees of the institution towards the constitutional obligations.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

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

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

Yes, Institute Celebrates/ organizes National and International Commemorative Days, events and festivals.

1. National Youth Day: Students of the college celebrate National Youth Day on 12th January.

2. National Science Day: Every year, college celebrates National Science day and arranged lectures or science symposium on that day.

3. **International Yoga Day:** The college celebrate international Yoga day every year on 21st June.

4. **Teacher's Day celebration:** Students of the college arrange teacher's day celebration in the college campus.

5. **Hindi Diwas:** Every year College celebrate Hindi Diwas on 14th September. The college arrange lectures on the importance of Hindi Diwas.

6. **N.S.S. :** NSS unit of the college celebrate NSS day, Swachhta pakhwada and Communal Harmony week every year.

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

7.2 - Best Practices

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

The two best practices are:

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, NCC and sports).
- Encourage students and teachers for save electricity, save papers, save waters, and use of dust beans etc.
- Every year NSS and NCC conducts special camp programme in December month for cleanliness of campus (inside and outside), conducts social awareness programmes using posters, Banners, Pumplets, stickers etc.
- There are two "Vermi-Composts" in the college campus and it uses as an organic fertilizer for the plants and gardens.
- Use of water harvesting inside the campus.
- Large number of local people uses 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. 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. There are different committees for example Gender cell, anti-ragging cell etc. Women members are involved in every important committees and administration. A gender sensitization is seen in the lectures, sports competition, and programs conducted by the NCC and NSS units of the college.

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

7.3 - Institutional Distinctiveness

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

The 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 BSc-IT) 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, Minority Scholarships, Post Matric 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.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

This college is a constituent unit of Patliputra University, Patna since March 2018 and before it was a constituent unit of Magadh University, BodhGaya. From session, 2018-19, for all courses (B.A./B.Sc/BCom./Vocationals) college follows academic calendar prescribed by the University. Simultaneously, classes of B.A., B.Sc., B.Com., and all vocational courses for all year (part-I, part-II and Part-III) for all students also run according to our master and departmental routine. Courses of studies and syllabus are formulated by the academic council of the University. It is a mandatory for all the constituent colleges to follow the academic calendar (for admission, registration, examination, results etc.) of the concerned university. In our college, 18 courses are running in Honours and vocational programme. The different courses run as per the prepared master routine and departmental routine. In our college there run many committees which helps to student in academic as well as in extracurricular activities. We have well qualified teachers and they are expert in their subject. The H.O.D. of the respective department allot specialized teacher (as per the departmental routine) for the required topics mentioned as per the syllabus.

We have different departments and design the curricula as below:-

- Allotment of different topics of teachers with specialization and self interest in topics.
- Specific teaching methods for better subject understanding and easy delivery.
- Arrangement of seminars and extra motivational classes.
- Arrangement of co-curricular and extracurricular activities for students.
- Arrangement of periodical examination in each and every department.
- Availability of counseling cell in the college run by the department of psychology.
- Availability of 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.

- we provided online classes in the pandemic covid-19 situation and arranged e-contents at the college as well as university website.
- we also provide syllabus, routine and notice at the college website and the department notice board.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

The college is a constituent unit of Patliputra University, Patna since March 2018. For all courses (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, 14 courses are running 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 is 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.

These are the following points by which the college adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE):

1. Core committee: There are different core committees in the

college. These core committees conduct 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 always focus on the completion of syllabus on time for all departments. IQAC arrange meetings with all stakeholders (Teachers, students, Alumni, Non-teaching etc.) and take their feedback. After the analysis of their feedback IQAC write an applicationn to the principal of the college to take action or make implement on the passed agendas by IQAC. By this process we evaluate continuously.

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.

5. Progression of students: IQAC also focus on the progression of students whether student goes to higher education or job.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	Nil

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

C. Any 2 of the above

Diploma Courses Assessment /evaluation process of the affiliating University	
File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	No File Uploaded
Any additional information	No File Uploaded
1.2 - Academic Flexibility	
1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented	
1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented	
0	
File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	No File Uploaded
1.2.2 - Number of Add on /Certificate programs offered during the year	
1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)	
0	
File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded
1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year	
0	

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

0

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

1.3 - Curriculum Enrichment

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

Yes, the college integrates crosscutting issues relevant to professional Ethics, Gender, Human values, Environment and Sustainability into the curriculum by the following steps:

1. Arrangement of seminars and extra motivational classes: The college conducts seminars and extra motivational classes on different topics including professional ethics, Gender, Human values, Environment and sustainability time to time in the college. Recently, a lecture of series were conducted by the IQAC of the college based on the Covid-19 pandemic and its biological and psychological impact. Additionally, motivational or importance of days for example National science day, International yoga day, celebration of Hindi Diwas etc. impact on the cross cutting issues.

2. Discipline and morality: The college publish 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, Antiragging cell, Gender cell, IQAC 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.

3. Extracurricular activities: Many students (Boys and girls) participate in extracurricular activities such as NCC, NSS, sports, Red ribbon club etc which help in the cross cutting issues. 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.

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

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

3

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

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

88

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

1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	D. Any 1 of the above
File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded
1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://gjcollegebihta.ac.in/assets/igac/Students%20feedback%20analysis.pdf
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of sanctioned seats during the year	
3114	
File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

1565

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

Yes, the college assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners by the following ways:

1. Academic assessment: Each and every department conduct formative and summative assessment for all students and arrange remedial/tutorial classes for slow learners thrice in a week and a personal counselling by each and every department for advanced learners to motivate them to go towards higher studies (NET, GATE, BARC, TIFR, JAM), UPSC examinations etc.

Furthermore, advanced learners are identified at the time of admission on the basis of their performance in the last examination. Teachers monitor their performance. They are also given awards and prizes on the basis of internal assessment and their names are displayed on the notice board.

2. Seminars, workshop symposium, quizzes and debates: The college conducts seminar, workshop, symposium, quizzes and debates time to time for advanced learners and slow learners. Teachers motivate to advance learners to give lectures or lead in symposium.

3. Personal counselling cell: In this college a personal counselling cell is running by the department of Psychology. The counselling cell of the college always trying to solve the students problem or help them to cope their hurdles.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
5092	13

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

Yes, College have students centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences which are given below:

1. **Experimental facilities:** The College focuses on experimental learning. Very good experimental facilities are available in the experimental labs (Physics, Chemistry, Botany, Zoology and Psychology as well as in vocational courses). At every instrument there use to keep manual, before doing experiment students read manual first and then start to do experiment. After completion of the experiment teachers check their practical note book followed by viva-voice.

2. **Seminars/webinar, conferences, symposium and workshop:** The college conducts seminar, workshop, symposium, quizzes and debates time to time in each and every departments. Every year the college celebrate National Science Day, Yoga shivir, Hindi-Diwas and lectures on current topic such as "Impact of NRC; A case study of Assam", Psychological and biological impact of Covid-19, National Education Policy etc. which helps in participative learning of students.

3. **Personal counselling 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 2020-2021, the counselling of the college helps so many students in online and offline mode. In the Covid-19 pandemic counseling cell was more active and they take care of all students. Around 35 students have taken support from the cell this year.

4. Extracurricular activities: Many students (Boys and girls) participate in extracurricular activities such as NCC, NSS, sports at university and national level, Red ribbon club etc which are students centric method helps in enhancing learning experiences. NSS/NCC conduct special camp programme every year for cleanliness of campus, conducts social awareness programmes using posters, banners, pamphlets, and stickers.

5. Career counseling and placement cell: The aim of the cell is to guide or help students regarding their academic carrier and scope of the courses. The cell also tells about the responsibility towards the society.

6. Project work: In vocational courses (BCA, BBM and BSc-IT) a project work is compulsory to do for all final year students. A project work is already included in the syllabus.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

The college has adequate number of computers in laboratories, library, office and various departments. A well equipped smart class, seminar hall with smart board, LCD projector are available in the college to facilitate use of ICT enabled tools for effective teaching-learning process. For ICT facilities, the college have 6 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. Furthermore, members of IQAC passed to purchase a 'K-yan' and more instrument to improve ICT facilities in the college.

In the session 2020-2021, after declaration of covid-19 pandemic, online classes were taken by all departments using various online platform for example whatsapp group, Google meet, Zoom, quizzes, webinar etc and all faculty members were uploaded e-contents on either college or university website. Besides of conventional method of teaching, teachers use to teach students using ICT enabled tools for effective teaching-learning process.

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

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

2.3.3.1 - Number of mentors

13

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

2.4 - Teacher Profile and Quality

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

13

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

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

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

11

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

13

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

2.5 - Evaluation Process and Reforms

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

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. Further, for the final or yearly examinations the college follows completely all rules and regulations mentioned in the academic calendar of the university. In the internal practical and viva voice examination H.O.D. of the department appoint external teachers either from same university or from other university. They check their practical copy and ask viva-voicerigrously to each and every students. Furthermore, IQAC of the college also do internal assessment regularly.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

The college is a constituent unit of the Patliputra University, Patna. The college follows the academic calender given by the university. The office is very helpful in administrative work regarding marks sheets, issuing of certificates at time, and their grievances are redressed quickly. In the internal practical and viva voice examination Principal / H.O.D. of the department appoint external teachers either from same university or from other university. They check their practical copy and ask viva-voicerigrously to each and every students and thenupload obtained marks of each and every student at the university website (confiedential section of dapartment of examination) on same day and send their hard copies of marks to the university through proper channel. If students have any grievances regarding their internal examination, the Principal and HODs of the college redressed their grievances quickly.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

In the college there are 14 courses in general/Honours programme (B.A., B.Sc, B.Com.) and 4 courses (BCA, BSc-IT, BBM, BLIS) in vocational programme. Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution. Teachers motivate students and tell the possibility of course outcomes of the choosed programmes. Teachers encourage students to move forward in the higher education. The college is placed at the rural area in the Patna District. Most of the students are interested to go towards the general competitions after completion of their graduation. In the library, there are many competitive books and magazines for their prepration towards the competitive examination. In the vocational courses, students mostly goes towards the IT-sector or higher education.

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

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

Data on student performance and learning outcomes are reflected by our students in the university examination results. This is kept in mind by the IQAC and academic bodies while planning the future course. The teaching, learning and assessment strategies of the institution are structured in the form of different academic and administrative committees.

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

2.6.3 - Pass percentage of Students during the year

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

950

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

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://gjcollegebihta.ac.in/assets/igac/Students%20feedback%20analysis.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

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

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

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

0

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

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

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

06

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

3.2 - Research Publications and Awards

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

04

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

0

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

3.3 - Extension Activities

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

Extension activities are carried out in the neighbourhood community, sensitizing students to social issues for their holistic development and impact by following ways:

1. NSS, NCC units and Red ribbon club: The College promote Institution- neighborhood community network to contribute to good citizenship, service orientation and holistic development of students through NSS, NCC units and Red ribbon club etc. NSS and NCC cadets regularly take part in cleanliness drive, conduct awareness programmes for example on Covid-19, Anti dowry, plantation, environment issues, AIDS awareness programme etc.

2. Water analysis of different villages around the college done by the department of Chemistry.

3. Celebration of international yoga day and arranged yoga Shivr time to time in the college

4. Gender Equity: Since, this college is co-educational and every year large numbers of girls student take admission in different courses in the college. The college has a girl's hostel, common girl's room and constituted a sexual harassment cell, anti-ragging cell. Women faculty members are part of all important committee and administration. A gender sensitization program is seen in the lectures, sports competition, and programs conducted by the NCC and NSS units of this college.

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

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

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

0

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

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

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

06

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

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

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

40

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

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

0

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	No File Uploaded

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

0

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

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

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

The college have a large campus (~17.35 acre) with including 12class rooms, 10 laboratories with rich equipments and chemicals facilities, 03seminar hall, 45 computers, a rich central library and the Wi-Fi campus. The college has adequate number of computers in laboratories, library, office and various departments. A well equipped smart class, seminar hall with smart board, LCD projector are available in the college to facilitate use of ICT enabled tools for effective teaching-learning process. For ICT facilities, the college have 6projectors, one smart board with having attached audio-video system. There is a computer laboratory (for BCA and BSc-IT vocational courses) with having 30 running computers along with the attached LAN or Wi-Fi.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. furthermore,There is a well established girl's hostel inside the college campus.

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

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

The institution have adequate facilities and infrastructure for cultural activities, sports, games either indoor or outdoor, gymnasium, yoga centre etc. The college has a large campus (~17.35 acre) and most of the land are lying vacant and have opportunities for enhancing these requirements. Every year in our college cultural activities happened on 26th January and 15th August. The college has a separate unit of NCC and NSS. Many students (Boys and girls) participate in extracurricular activities such as NCC, NSS, sports at university and national level. A unit of NSS and NCC conduct special camp programme every year for cleanliness of campus, and social awareness programmes at the college, university and national level. We have facilities of indoor games like table tennis, chess, carom etc. Furthermore, we have very good sport grounds for outdoor games such as Foot ball, Cricket and Volley ball, Basketball. Students play regularly these games. Additionally, the college has a large stadium inside the campus recently it has renovated by the college administration. In the large campus, every year college celebrates International Yoga Day on 21st June. The college also arrange Yoga shivir for 2-3 days in the college campus. Every year students (boys and girls) from our college participate and win sports competition at the university and national level.

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

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

4

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

4

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

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

14.54602

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

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

Yes Library is partially automated using Library Management System. The name of software is "AutoLIB", version 1.0.0.0 and year of automation is 2017. 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. The central library of the college has rich collection of text books (no. of text books = 25724), reference books (no. of reference books = 400), e-Journals (through NLIST membership) and magazines for students and teachers. There are separate reading rooms for students as well

as for teachers.	
File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil
4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	A. Any 4 or more of the above
File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File
4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)	
4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)	
0.05900	
File Description	Documents
Any additional information	View File
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File
4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)	
4.2.4.1 - Number of teachers and students using library per day over last one year	
25	

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

4.3 - IT Infrastructure

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

Yes, Institution frequently updates its IT facilities including Wi-Fi. In the college, there run 4 vocational courses (BCA, BSc-IT, BBM and BLIS) since 2010. There is a computer laboratory (for BCA and BSc-IT vocational courses) with having 30 running computers along with the attached LAN or Wi-Fi. Along with the vocational courses in General/ Honours programme (B.A., BSc. and B.Com.) also there are threeseminar/ conferences rooms along with the smart board, projectors and Wi-Fi, LCD with attached Wi-Fi. The college haspartially management system.

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

4.3.2 - Number of Computers

45

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution C.10 - 30MBPS

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

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

43.60252

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

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

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 utilizes the 'UGC' and state Govt. grants/funds for particular specified area and follows 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. Every year college audits the income and expenditure by a competent chartered accountant.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

790

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

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

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

0

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	E. none of the above
File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
0	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
0	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded
5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	D. Any 1 of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

3

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

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

5.2.2.1 - Number of outgoing student progression to higher education

7

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

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

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

government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

0

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

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

Earlier, the college had conducted student union election as per the rules and regulations provided by the university. For this session 2020-2021 the university has not specified any guideline to conduct student union election. The college has provided a separate room for the student union inside the college campus. The regular students of the college also keep their demands to the principal of the college regarding the cleanliness of the college campus, availability of dustbins, improvement of sports grounds, improvement of sanitation of girl's wash room and requirement of adequate drinking water

and opening of P.G. departments in the college etc. Furthermore, in the IQAC of the college always a student representation is there. IQAC of the college use to make meeting with students of the college and asked their requirements and grievances time to time. Moreover, students also take participation in extra curriculum activities (NCC, NSS and sports). The college has a separate NCC and NSS units. Many students (Boys and girls) participate in extracurricular activities such as NCC, NSS, sports at university and national level. A unit of NSS and NCC conduct special camp programme every year for cleanliness of campus, conducts social awareness programmes at college, university and national level. We have facilities of indoor games (Table Tennis, Chess, Carom-board etc.). Furthermore, we have very good sports grounds for outdoor games such as Football, Cricket and Volley ball. Students play regularly these games. Additionally, the college has a large stadium inside the college campus. Every year college celebrate International Yoga Day on 21st June in the large campus. The college also arrange Yoga shivir for 2-3 days in the college campus.

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

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

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

1

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

In the college, there is a functional Alumni Association and their registration is under process. Alumni association of the college has been established on 15-07-2019. In a general meeting of Alumni, they elected their office bearers and formed an executive body to run in a proper way. In this meeting following persons were elected as office bearers,

president- Dr. Lalit Mohan Sharma

Secretary: - Dr. Anand Kumar

Treasurer:- Sri Ramanuj Singh

Vice president:- Sri Naresh Sharma

Joint Secretary: Sri Ajeet Kumar

In this session 2020-2021, they have conducted a general alumni meeting on 16-09-2021 and discussed on every development of the college. They have taken resolution to do some unique work in the college campus and discuss to generate more funds by adding of more alumni as members. In the college campus, there is a permanent board for Alumni association and they have active bank account.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs) E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

This college is a co-educational institution and it is dedicated to the total development of the individual, especially rural poor section producing graduates who are competent, compassionate and committed to the ideals exemplified by this institution. Since the inception of this college, it aims to provide quality education and opportunities for intellectual and emotional growth through programmes which are relevant and responsive to the needs of the rural and educationally backward society of this region of the state. Thus our mission is to bring quality education through qualitative and quantitative approach to the educationally backward masses of the region. Since inception, the institution has been imparting education in Arts and Humanities, Science and Commerce to its student admitted from all types of background and all sections of society. The college located in between Patna in east and Ara in west has tough competitions from the urban institution located there. Only economically incapable students come to us and we cater economically weakest of the weak section of society. Thus, we cater fairly large proportion of under privileged marginalized and down trodden students from the neighbouring villages.

The college administration consciously tries to percolate its vision and mission to a wider cross section of society through different ways:

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 IQAC coordinator passed different agendas through members and uploads its minutes and action taken at the college website.

Student admission and support:students takeadmission in the UG (Honours/General) courses in arts, science, and commerce programmes as well in vocational courses (BCA, BLIS, BBM and BSc-IT).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 complete development of students the college support various platforms such as the 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

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

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

These are the following ways for the institutional practices such as decentralization and participative management:

Departments: In the college there are 14 departments in general programmes (B.A., B.Sc., and B.Com.) and 04 vocational courses (BCA, BLIS, BSc-IT, and BBM). For each course (general/vocational) there is a head or coordinator. The Principal of the college gives free hand to heads or coordinator 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. There are 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 interact 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 committees 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, incharges 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 of the NCC are free to select cadets time to time 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.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institute policy is based on its vision and mission. Here, most of the students belong to the rural and educationally poor society of this region. In the college, there are different administration post such as, Principal, Bursar, HODs/Coordinators and officers. Administrators try to make a clear vision and mission for a wider section of society through its meetings, posters, notices and website. We decide every aspect of the development and planning keeping vision and mission in mind. All levels of action, i.e. decision making, execution of schemes, and deployment of strategies, review of resultants have to be oriented in a proper way.

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

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

The UGC, the Parent University and Govt. of Bihar has set some norms for the functioning of the institution. The institution function under the guidelines of the Universities Acts and statutes. The Principal of the college forms different committees which works keeping in mind the above mentioned facts. IQAC monitors and evaluate these activities periodically and report to the principal. The Principal can directly convene the meetings of different committee. 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. Audit of accounts is done time to time 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 it sends to the University every year. In budget, there are mentioned 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.

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

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The institution has effective welfare for teaching and non-teaching staff and these are the welfare scheme

1. Group Insurance for teaching and non-teaching staffs,
2. Employee welfare funds,
3. Teaching and non teaching association fund

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

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

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

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

0

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

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

14

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

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

The principal, IQAC and various committees of the college meet periodically to monitor activities of the institution. Reports submitted by direct committees are considered and relevant

points are sent to the University for consideration.

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

6.4 - Financial Management and Resource Mobilization

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

The college conducts internal and external financial audits regularly. Annual internal/external audit of accounts is done by a competent chartered accountant, and state approved auditors. Time to time state government auditors also do the auditing work as the external auditor. There is no audit objection was raised in last financial year.

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

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

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

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

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

In the college there are various core committees, like building committee, development committee, purchase committee etc. The principal and bursar of the college monitor effective and efficient use of available resources. In case of planning a building, estimate is prepared by the University engineer, approved by the University. Tender of the work is also advertised at the college/ university website and news papers as per the rules and regulation.

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

6.5 - Internal Quality Assurance System

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

Internal Quality Assurance Cell (IQAC) has been contributed many significantly for institutionalizing the quality assurance strategies and processes:

1. Meetings, minutes and Action taken: IQAC involved in making agendas and conducting meeting successfully with all stakeholders (Teachers, Non-teaching, students, Alumni) time to time. Simultaneously, upload minutes of meetings at the college website. Finally, we put passed agendas to the principal of the college for action taken.

2. Teaching-learning: IQAC involved on the completion of syllabus of all the courses in schedule time either offline/

online. IQAC was also focused on the assessment and evaluation of all general and vocational courses. IQAC also arranged seminars, lecture-series time to time in the college. Every year college celebrate many important days through IQAC for example National Science Day, International Yoga Day, Hindi Diwas, etc.

3. Feedback Analysis: IQAC analysed the collected feedback through all stake holders and try to reslove their grievances.

4. Infrastructure and development work: IQAC distributed development work under seven criterion mentioned in NAAC among the teachers. IQAC always involved at every step of development work in the college (New construction, renovation, website upgradation, library development, installation of CCTV in the college campus etc.)

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

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

Yes, IQAC involved in evaluation and analysis of teaching learning process. During pandemic Covid-19 teachers took classes online mode through various platforms (Google meet, Zoom and whatsapp group). After completion of the classes they uploaded their PDF, and Videos to the University or college websites. IQAC collect feedback manually from students for each and every department and involved in evaluation and analysis of feedback. After evaluation, IQAC make agendas and keep these agendas in various meetings and finally give these passed agendas to the principal of the college for the implementation. IQAC may ask to HODs and coordinators to conduct periodic tests and internal assesment time to time in the department. Additionally, in the Covid19 pandemic, the classes for general/ vocational courses were run online. There is a personal counseling cell which run by the department of Psychology for helping of the the required students and teachers. Furthermore,

IQAC 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). IQAC upload minutes and action taken report to the college website.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

D. Any 1 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Since, it is a co-educational institute and situated in the rural area. 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. The college also helps girl students to get different types of scholarship (National Scholarship, Mukhyamantri Kanya Uthan Yogna scholarship etc.) provided by the Government of Bihar. The college has a separate and well equipped girl's hostel made by the UGC. There is a common girl's room inside the campus. There are different committees which promotes gender equity in the college for example Gender cell, anti-ragging cell, IQAC etc and in all important committees and administration girls/ women (faculty members) are involved. A gender equity is mostly seen in every steps of the college development for examples in seminars, sports competition, and programs conducted by the NCC and NSS units.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

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

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

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

The institute have different facilities for the management of the following types of degradable and non-degradable waste. There are two "Vermi-Composts" in the college and it uses as an organic fertilizer for the plants and gardens. Furthermore, the institute have water harvesting system inside the campus. However, every year NCC and NSS conducts special camp programme for cleanliness of campus (inside and outside), conducts social awareness programmes using posters, banners, pumplets, and stickers. They (cadets and volunteers) involved in plantattion, maintenance and improvement of college garden and various play grounds. Encourage students and teachers for save electricity, save papers, save waters, and use of different dust beans for degradable and non-degradable waste materials. Furthermore, the Department of Chemistry do some water analysis of different villages around the college to detect hazardous chemicals/elements present in the drinking water.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

B. Any 3 of the above

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. Landscaping with trees and plants

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

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

E. None of the above

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

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

D. Any 1 of the above

assistance, reader, scribe, soft copies of reading material, screen reading

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

The college has large campus and most of the land are lying vacant and have good opportunities for enhancing the campus Environmental Consciousness. Every year in the college plantation programmes are done with the help of NSS/NCC volunteers/cadets of the college. In the campus we also use alternate energy (solar bulb with battery at the street light in the college campus and a big solar panel with battery in the WI-FI server room). The sports incharge always take care of various play grounds. Additionally, the college has its own stadium inside the campus. students either from inside or outside of the college use playgrounds (cricket, volleyball etc.) for conducting matches. Every year NSS conduct special camp programme in month of December for cleanliness of campus (inside and outside), conducts social awareness programmes using posters, Banners, Pumplets, stickers etc. There are two "Vermi-Composts" in the college and use it as an organic fertilizer for the plants and gardens. There is a water harvesting system inside the campus. The most important that every day large number of local people use the campus for morning and evening walk, running, playing various sports for their physical fitness/development.

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

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

The college published prospectus a handbook every year before beginning of the session in which rules regulations and directions are provided regarding classrooms, discipline, and attendance. In the prospectus it has also mentioned about the cell / boards for example Proctorial board, Antiragging cell, Gender cell, IQAC 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. The awareness programmes conducted by NSS, NCC of the college sensitized students and employees of the institution towards the constitutional obligations.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

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

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

Yes, Institute Celebrates/ organizes National and International Commemorative Days, events and festivals.

1. National Youth Day: Students of the college celebrate National Youth Day on 12th January.

2. National Science Day: Every year, college celebrates National Science day and arranged lectures or science symposium on that day.

3. International Yoga Day: The college celebrate international Yoga day every year on 21st June.

4. Teacher's Day celebration: Students of the college arrange teacher's day celebration in the college campus.

5. Hindi Diwas: Every year College celebrate Hindi Diwas on 14th September. The college arrange lectures on the importance of Hindi Diwas.

6. N.S.S. : NSS unit of the college celebrate NSS day, Swachhta pakhwada and Communal Harmony week every year.

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

7.2 - Best Practices

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

The two best practices are:

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, NCC and sports).
- Encourage students and teachers for save electricity, save papers, save waters, and use of dust beans etc.
- Every year NSS and NCC conducts special camp programme in December month for cleanliness of campus (inside and outside), conducts social awareness programmes using posters, Banners, Pumplets, stickers etc.

- There are two "Vermi-Composts" in the college campus and it uses as an organic fertilizer for the plants and gardens.
- Use of water harvesting inside the campus.
- Large number of local people uses 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. 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. There are different committees for example Gender cell, anti-ragging cell etc. Women members are involved in every important committees and administration. A gender sensitization is seen in the lectures, sports competition, and programs conducted by the NCC and NSS units of the college.

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

7.3 - Institutional Distinctiveness

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

The 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 BSc-IT) 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, Minority Scholarships, Post Matric 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.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

1. NAAC accreditation for 2nd cycle on due date.
2. Availability of more facilities for Divyanjan
3. Make a committee to monitor adherence to the Code of Conduct
4. Availability of more facilities on alternate source of energy
5. Green Audit of the campus
6. Availability of more ICT facilities in the college.
7. Improvement of seminar hall.
8. A fully automation of central library and availability of E-library.
9. Development of centralized research facilities
10. MOU in higher studies/Research with PG colleges/institutions.
11. Opening of PG courses.
12. Improvement in data collection for student's progression
13. Encourage for writing minor projects

14. Encourage Alumni for the registration.