YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution   M. L. Arya College Kasba, Purnea

- Name of the Head of the institution   Dr. Rita Sinha

- Designation   Principal

- Does the institution function from its own campus?   Yes

- Phone no./Alternate phone no.   06454258354

- Mobile no   9334780262

- Registered e-mail   mlacollegebnmu@gmail.com

- Alternate e-mail

- Address   M. L. Arya College KAsba, Aksaynagar, Kasba

- City/Town   Purnea

- State/UT   Bihar

- Pin Code   854330

2.Institutional status

- Affiliated /Constituent   Constituent

- Type of Institution   Co-education

- Location   Semi-Urban

- Financial Status   **UGC 2f and 12(B)**

- Name of the Affiliating University   **Purnea University, Purnea**

- Name of the IQAC Coordinator   **Dr. Md. Naushad Alam**

- Phone No.

- Alternate phone No.

- Mobile   **9431096300**

- IQAC e-mail address   **mlaryacollege@gmail.com**

- Alternate Email address   **maushaalamayesha@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)   https://www.mlaryacollegekasba.ac.in/

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

- if yes, whether it is uploaded in the Institutional website Web link: https://www.mlaryacollegekasba.ac.in/academics/academic-calendar/

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.03**	**2017**	**30/10/2017**	**29/10/2022**

6.Date of Establishment of IQAC   **20/07/2013**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil in this session	**Nil**	**Nil**	**Nil**	**Nil05**

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   `04`

- 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)

`01. Committees help & coordinate for student support & mentoring in academic, sports & cultural activities.`

`02. Motivation of teachers for effective online teaching and assessment.`

`03. Created opportunities to conduct online activities.`

`04. Review-based planning for sustainable growth of the Institute and Release of guidelines regarding academic activities.`

`05. Infrastructure & green campus are continuously improved.`

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
01. Act as a nodal unit of the institution for augmenting quality – related activities. Prepare focused Annual Quality Assurance Reports (AQARs).Prepare focused Annual Quality Assurance Reports (AQARs).	Nil
02.Prepare focused Annual Quality Assurance Reports (AQARs).	01.Documentation of various programmer / activities leading to quality improvement.

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	M. L. Arya College Kasba, Purnea
• Name of the Head of the institution	Dr. Rita Sinha
• Designation	Principal
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• Name of the IQAC Coordinator	Dr. Md. Naushad Alam

• Phone No.	
• Alternate phone No.	
• Mobile	**9431096300**
• IQAC e-mail address	**mlaryacollege@gmail.com**
• Alternate Email address	**maushaalamayesha@gmail.com**
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4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.mlaryacollegekasba.ac.in/academics/academic-calendar/

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• Upload latest notification of formation of IQAC	<u>View File</u>
9.No. of IQAC meetings held during the year	**04**
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been uploaded on the institutional website?		
• 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	

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01. Committees help & coordinate for student support & mentoring in academic, sports & cultural activities.
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02.Prepare focused Annual Quality Assurance Reports (AQARs).	**01.Documentation of various programmer / activities leading to quality improvement.**

13.Whether the AQAR was placed before	**No**

statutory body?

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-2022	12/01/2023

15.Multidisciplinary / interdisciplinary

The New Educational Policy has given due importance to collaborative approaches in the Higher Educational system. The key pillar of NEP 2021 is liberal education, which emphasizes that education should be holistic and multidisciplinary. This approach sensitises students to interconnect all sorts of knowledge and inquiry to derive effective solutions. This approach helps the learner to overcome learning difficulties and attain overall development.

An analysis of the various models of collaboration and integration of disciplines is discussed in this article. A topology of collaboration can be sorted out as Multidisciplinary, Interdisciplinary, and Transdisciplinary.

The traditional approach in education, to a greater extent built on compartmentalization of the knowledge into various disciplines which contributes to a single disciplinary approach. In fact, this approach has a lot of limitations in terms of finding effective and potential solutions related to any domain of studies. However, this constraint has led to many collaborative approaches in the educational scenario. The harmonious combination of the concepts and practices of various disciplines has led to effective solutions that have accelerated the developments in all disciplines.

The New Educational Policy 2020 insists on a Multidisciplinary approach in Higher Education to broaden the scope of Higher Education through diversified fields of study and ensure flexibility and autonomy to the learner in the selection of the

field of study. For instance, to have a clear understanding of the Mullaperiyar issue between the states of Kerala and Tamil Nadu one must analyze it in various perspectives historical, political, sociological, technological, and geographical to have a complete understanding of the situation. Another instance is if we need to study a river, we could approach it with a geographical perspective regarding its origin and various minerals deposited in its bank; we can learn about it with a historical perspective by studying the various civilizations that flourished on its bank. We can learn it from a biological perspective considering aquatic life and its possibilities. We can approach it through literature by citing the poems and plays where this river is a character. Hence, multidisciplinary approaches broaden the thought process of the scholars and bring clarity to all issues and events.

However, multiple disciplinary approaches can be implemented at an institutional level in many ways providing open courses from varied disciplines under institutions CBCS system, providing vocational programs in various fields of study, offering courses of a program can by faculty from various disciplines, including multidisciplinary courses as electives, promoting students to select electives provided by other departments, teaching a subject in multidisciplinary perspectives, and fostering community engagement in various activities, to name a few.

Interdisciplinary Approach: In this approach the concepts, practices and analytical framework of two or more disciplines are integrated for finding solutions of various problems related to discipline. These related disciplines are integrated to form a new field of study for solving higher end problems pertaining to the discipline. For example, Bioinformatics combines molecular biology with computer science. Educational Psychology is an interdisciplinary field of study which combines Education with Psychology. Here, it studies the problems in Education with the help of theories and practices in Psychology to give authentic and effective solutions. This approach led to the development of various new fields of study which are more of an applied and functional nature. Here collaboration and connection are sought between and among disciplines rather than shared themes. An interdisciplinary approach sets an ecosystem of working together of various disciplines in solving a common problem.

16.Academic bank of credits (ABC):

Academic bank of credit is not adopted and implemented in our

college till now. But certainly, in the near future, we will adopt this concept of an Academic bank of credit in accordance with National Education Policy.

17.Skill development:

1

- Academics –
- Pooling Industry Experts
- Skilling for High Pay Package Core Placements
- Special Academic Programs/Certificate Course Offering by MNC's
- Skill Council Sectors (Level 5 and Above)
- Faculty Staff – Skilling Activities in coordination with Academic Staff College
- Foreign Languages (not limited to) – South Korean/Japan/Germany/etc.
- Top Down Approach Methods in Skilling
- Global Hackathons and Skilling Competitions
- Global Certifications and Coordination
- Part of Design Thinking Activities
- Ongoing Academic Courses like Introduction to Engineering and Importance of Skilling to ALL
- Use of Platforms like LinkedIn, Adobe, Coursera, etc., for part of Skilling Activities across all programs
- Use of Reference Globe like for Continuous Monitoring of Student Progress
- For all Applicable Stake Holders – Incorporating and Ensuring the Interpersonal Skills, Management Skills, Professionalism Skills, Team Building Skills, Analytical Skills, Life Skills, Personal Life Skills
- Special Attention towards the courses consisting of L-T-P-S – Skilling Component

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The college has one of the maximum numbers of Language departments in the University namely (i) Hindi (ii) Sanskrit (vi) English and all these departments offer full programs or courses in different programs which deal with Indian Languages, Culture, and Knowledge System amongst other topics. In addition to these departments, the college faculty also have interest and research work in these areas to help students in developing an understanding of our traditional ethos. The college specifically offers the following three programs in both English and Hindi

Mediums (i) B.A. (Hons) (ii) B.A. (Hons) and B.A. (Prog). The college constantly encourages its faculty to use their skills in these areas by attending FDP, Refresher courses, seminars, and conferences and also by organizing these for the benefit of all faculty from different institutions across India. It is notable to mention that the college recently organized the National Conference of NEP-2020 in which faculty and researchers from across the country presented their research papers on four different themes under NEP 2020.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

Outcome Based Education (OBE) is an educational model that forms the base of a quality education system. There is no single specified style of teaching or assessment in OBE. All educational activities carried out in OBE should help the students to achieve the set goals. The faculty may adapt the role of instructor, trainer, facilitator, and/or mentor, based on the outcomes targeted. OBE enhances the traditional methods and focuses on what the Institute provides to students. It shows the success by making or demonstrating outcomes using statements "able to do" in favor of students. OBE provides clear standards for observable and measurable outcomes. Benefits of OBE · Clarity: The focus on outcome creates a clear expectation of what needs to be accomplished by the end of the course. · Flexibility: With a clear sense of what needs to be accomplished, instructors will be able to structure their lessons around the students' needs. · Comparison:OBE can be compared across the individual, class, batch, program and institute levels. · Involvement: Students are expected to do their own learning. Increased student involvement allows them to feel responsible for their own learning, and they should learn more through this individual learning. India, OBE and Accreditation th From 13 June 2014, India has become the permanent signatory member of the Washington Accord. Implementation of OBE in higher technical education also started in India. The National Assessment and Accreditation Council (NAAC) and National Board of Accreditation (NBA) are the autonomous bodies for promoting global quality standards for technical education in India. NBA has started accrediting only the programs running with OBE from 2013. The National Board of Accreditation mandates establishing a culture of outcome based education in institutions that offer Engineering, Pharmacy, Management program. Reports of outcome analysis help to find gaps and carryout continuous improvements in the education system of an Institute, which is very essential.

20.Distance education/online education:

* Two modes of Distance education are running:-

-Nalanda Open University- Organised by State Government-.Here the students are getting degrees of B.A/B.Com/B.Sc/BLIS/MBLIS. Study material and assignments are provided by the Open School.

IGNOU- Organised by Central Government various courses are offered here whiz Graduation & Post-Graduation. Course materials & Assignments are provided by the IGNOU.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**20**

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	**4746**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**0**

File Description	Documents
Data Template	[View File](#)

2.3 Number of outgoing/ final year students during the year	**670**

File Description	Documents
Data Template	[View File](#)

3.Academic	
3.1 Number of full time teachers during the year	**16**

File Description	Documents
Data Template	View File

| 3.2

Number of sanctioned posts during the year | **0** |

File Description	Documents
Data Template	View File

4.Institution	
4.1 Total number of Classrooms and Seminar halls	**8**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**55**
4.3 Total number of computers on campus for academic purposes	**17**

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

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

The college regards effective delivery of the curriculum as the most vital curricular aspect. The college follows the curriculum prescribed by the University.

Academic calendar:

• **The college follows the Academic calendar issued by the University and executes it rigorously.**

• **The Heads of Departments conduct the meetings to distribute workload, allot subjects, plan the activities of the department and to review the completed syllabus.**

Time- Table Committee:

• **The Time Tables are displayed on the Notice Board and also uploaded on the college website.**

• **The syllabus link of the University is also provided to the students.**

Teaching Aids: •

The faculty uses charts, maps, models and specimens along with chalk and board.

• **Social sites such as YOUTUBE, Whatsapp etc. are used for effective teaching. ICT based materials are uploaded on the college website.**

• **Internet, Computer, LCD projectors and other Audio- visual aids are utilized on regular basis.**

Laboratories:

• **There is optimum utilization of well-equipped laboratories for curriculum delivery of practical.**

• **The students maintain the practical journals and the results are certified by the faculty along with HOD.**

File Description	Documents
Upload relevant supporting document	[View File]()
Link for Additional information	Nil

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

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An academic calendar is prepared by the concerned official at the beginning of each year in line with the University's calendar consisting of various curricular, extra and co-curricular activities. The calendar is uploaded on the college website, displayed on notice boards and is communicated to students through emails. It is updated and revised with respect to any changes suggested by the university.

1. **Classes and Lab time-table – Time table Coordinator of each department prepares the time table as per the guidelines of affiliating university for the number of credit hours for each subject and the academic calendar prior to the start of the yearly. Time-table is uploaded on the college portal and displayed on notice boards of every department.**
2. **Internal Examinations-. To maintain further compliance, exam sheets are checked within three days after the commencement of each examination. i**
3. **University Exams- The tentative dates for university exams are indicated in the academic calendar. The final university exam schedule is also displayed on students' notice boards.**
4. **Academic Monitoring- Student attendance and assignment proviproviderfor every subject.**

File Description	Documents
Upload relevant supporting document	[View File](#)
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	View File
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)	View File

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)	View File

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

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Co-curricular and Extracurricular Activities

Institute integrates crosscutting issues relevant to professional ethics, gender, human values, environment and sustainability into the curriculum. Actually, the university decides the syllabus and the college has to follow it. But in these limitations colleges do their best for the above-said issues. Some of the steps taken are below:

1. Gender

A number of programs are conducted for women and girls students such as the organization of folk dance competitions, and hemoglobin checkup camps.

The N.S.S. unit of our college has been very proactive in conducting different extension activities not only on college premises but also in adopted villages also.

2. Human Values and Professional Ethics

The college takes efforts for integrating of ethical and human values through extra-curricular activities also. Programs conducted under N. S. S., and the Political science department help to inculcate human values among students.

3. Environment and Sustainability

N.S.S. promotes environmental protection through tree plantation and other sustainable development programs. Every year, the N.S.S.

unit undertakes a host of activities in the nearby villages during the special camps.

File Description	Documents
Any additional information	View File
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

0

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**
Institutional Data in Prescribed Format	**No File Uploaded**

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

0

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	A. All of the above

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

1.4.2 - Feedback process of the Institution may be classified as follows	B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil

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 students admitted during the year

4746

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

4331

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

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The department assesses the learning levels of the students in two ways at the time of the commencement of the program. Students enrolled in the department are identified as slow and advanced learners based on the degree of marks obtained. This helps to identify the slow learners and to design special coaching sessions or tutorial sessions to bridge the gap between the slow learners and the advanced learners. Advanced learners and slow learners have identified as per their responses in the classroom as well as the performance in the internal examinations.

Following activities are done by teachers for students:

Slow learners:

1. Individual counselling. 2. Extra notes. 3. Group discussion session. 4. Internal examination process. 5. Encouragement in NSS, Sports, and academic activities. 6. Extra library books.

Advance learners:

1. Advance notes

2. Seminar sessions

3. Participative learning sessions i.e., Self-Discipline Day & Teachers Day

4. Projects 5. Assessments

6. Group discussion sessions

7. Internet facility.

8. Different activities such as NSS, Cultural, and Sports to develop their overall personality

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

Number of Students	Number of Teachers
4746	**22**

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

Teaching-learning methods adopted by the faculty members include Lecture Method, Interactive Method, Project-based Learning, Computer-assisted Learning, Experiential Learning, etc. The Teaching-learning activities are made effective through illustration and special lectures. Lessons are taught through PowerPoint presentations to make learning interesting besides oral presenting methods. Lecture method: This conventional method is commonly adopted by all teachers. This method facilitates the teacher to interpret, explain and revise the content of a text-only for better understanding of the subject by the learners. Interactive method: The faculty members make learning interactive with students by motivating student participation in group discussion, role-play, subject quiz, news analysis, discussion, and questions and answers on current affairs

Faculty members make efforts in making the learning activity more interactive by adopting student-centric methods.

1. Experiential Learning: Department conducts add-on programs to support students in their experiential learning. The department communicates the following experiential learning practices to improve creativity and cognitive levels of the students.

2. Participatory Learning: In this type of learning, students participate in different activities group discussions, wallpapers, projects.

File Description	Documents
Upload any additional information	[View File](#)
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

Today, it is essential for the students to learn and master the latest technologies in order to be corporate ready. As a consequence, teachers are combining technology with traditional mode of instruction to engage students in long term learning. College uses Information and Communication Technology (ICT) in education to support, enhance, and optimize the delivery of education. The following tools are used by the Institute.

ICT Tools:

1. Projectors- 3 projectors are available in different classrooms/labs

2. Desktop and Laptops- Arranged at Computer Lab and Faculty cabins all over the campus.

3. Printers- They are installed at various classrooms.

4. Scanners- Multifunction printers are available at all prominent places.

5. Seminar Rooms- One seminar halls are equipped with all digital facilities.

6. Smart Board- One smart board is installed in the campus.

7. Online Classes through Zoom, Google Meet, Microsoft Team,

Google Classroom

8. WhatsApp group used as platform to communicate, made announcement, address queries, and share information.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**No File Uploaded**

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

23

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

17

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

9

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

17

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 college has a transparent and robust evaluation process in terms of frequency and variety. In order to ensure transparency in internal assessment, the system of internal assessment is communicated with the students well in time. At the entry-level, admissions are given purely on a merit basis and the lists of merit students are displayed on the Notice board. Students who are admitted for the concerned course are assessed continuously through various evaluation processes at the college and University levels. Continuous evaluation is made through Group Discussion, Assignments Submission, Field Visit, and Seminars Presentation. Internal tests are conducted regularly by each Department. The performance of the students is displayed on the Notice board and

communicated to the students. Personal guidance is given to the poor-performing students after their assessment.

The method of internal assessment helps the teachers to evaluate the students more appropriately. Due to internal assessment, the interest of the student in learning and attending the classes has also increased. It has created interest among the students to take active participation in various co-curricular and extra-curricular activities for their overall personality development.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	Nil

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

The college has a well-organized mechanism for redressing examination-related grievances. The student can approach the Teachers, College Examination Officer, and Principal to redress the examination-related grievance as per the requirement and jurisdiction of the grievance.

Grievances related to college-conducted examinations

At the college level, the evaluation work is done for the internal examinations. If any student feels that the marks given to him or on any paper are not just, he or she can apply for revaluation by remitting the fees to the college. The students should apply within fifteen days after the declaration of the result.

The college appoints subject experts other than the previous assessor. If there is a change in score, it is corrected by the internal examination committee of the college. The college has to declare the final revaluation result within fifteen days.

The internal examination committee itself looks after the complaints or grievances related to formative tests and summative examinations. The students have the freedom to use the suggestion box to put in a note of dissatisfaction with the internal examination mechanism. The principal in charge of the faculty keeps an eye on the overall procedure by conducting periodic meetings with the internal examination committee.

File Description	Documents
Any additional information	[View File]()
Link for additional information	**Nil**

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Nil

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

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

Nil

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

670

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<u>View File</u>
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)

<u>https://www.mlaryacollegekasba.ac.in/naac/student-satisfactory-survey-sss/</u>

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)	<u>View File</u>

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

0

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	[View File](#)

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

3.1.3.1 - 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)	[View File](#)
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The institution has created an ecosystem for innovations and the creation and transfer of knowledge supported by dedicated centers for research, entrepreneurship, community orientation, incubation, etc.

Awareness meets, workshops, seminars, and guest lectures on Entrepreneurship are organized. Students are provided opportunities to directly interact with outstanding entrepreneurs excelling in their field.

The sole objective of the Incubation Centre is to facilitate students to convert their Ideas into Technological Innovations. Students are provided with facilities to build prototypes useful for the promotion of Agriculture and Rural Development.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	**Nil**

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

0

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

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	**No File Uploaded**

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

0

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

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

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

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

3.4 - Extension Activities

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

Nil

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

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

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

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**

3.4.3 - 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

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

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 during the year (Data Template)	**No File Uploaded**

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

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)	**No File Uploaded**

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

File Description	Documents
e-copies of related Document	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	**No File Uploaded**

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

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 encompasses a well-maintained lush green campus spread over 08acres of land ensuring adequate availability and optimal utilization of physical infrastructure for teaching learning

activities.

Classrooms: The college encompasses a sufficient number of well-furnished, well-ventilated, spacious classrooms equipped with LCD projectors for conducting theory classes.

Technology Enabled learning facility: The College has ICT Classrooms where the provision of Multimedia learning, Wi-Fi connectivity and internet access is given.

Seminar Hall: The College has multiple seminar halls. These halls are regularly used for conducting national/international seminars at the college. The students are promoted for active involvement in paper presentations, group discussions, etc.

Laboratories: All laboratories are well equipped with state-of-the-art equipment and facilities. All the laboratories are established as per AICTE norms. These labs are utilized for conducting practical classes as per the requirements of the curriculum. Labs are also utilized for technology learning & training as a part of teaching content beyond the syllabus.

Wi-Fi: Wi-Fi enabled with 24/7 Internet facility is available in the whole campus including labs, classrooms, library, offices of all Departments, and hostels.

File Description	Documents
Upload any additional information	[View File](#)
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.

Our college has a well-maintained campus spread over 08 acres of serene green land. Our Management believes in the all-around development of our students. There is a lot of encouragement for the students to participate in sports and cultural activities simultaneously and thus they are awarded and rewarded accordingly.

We have a spacious and well-equipped Sports room, where pupils can play Indoor games like table tennis, chess, caroms, etc.,

We have a Yoga Classroom where students and faculty members do

meditate and even practice yoga.

College teams are formed to take part in state-level and University level competitions and other intercollegiate competitions.

Sports event competitions are conducted at the interdepartmental level in an academic year and the winners are awarded and rewarded accordingly.

The outdoor games such as shuttle badminton, volleyball, throw the ball, cricket, football, kabaddi, handball, kho-kho, etc., are well practiced and played by the students.

Cultural Activities:

Students are very much encouraged to participate in the cultural events held in the college like Technical fests, Fresher, Annual Sports Day, Annual Day, Farewell, etc., to exhibit cultural talents.

Students are even sent to other colleges for intercollegiate competitions like dances, skits, mimicries, etc.

File Description	Documents
Upload any additional information	View File
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.

3

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)

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)

Nil

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	**E. None of the above**

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

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

File Description	Documents
Any additional information	No File Uploaded
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

31

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

IT facilities have been updated on regular basis.

Also 30 New Epson projectors were purchased to support ICT. These projectors were installed in different classrooms. To maintain computer laboratories, regular purchasing of mouse/RAM and other hardware components was also done.

Overall every year, our computer laboratories were upgraded or new laboratories set up for new requirements.

Since 2016, we are using 30Mbps Internet speed on our campus.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

7

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	No File Uploaded

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

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)

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)	No File Uploaded

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.

Nil

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

84

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<u>View File</u>
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)	<u>View File</u>

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)	View File

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)	View File

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

Nil

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 benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student	**A. All of the above**

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

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

4

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	View File

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

50

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	**No File Uploaded**

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**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<u>View File</u>

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.

2

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	View File
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)

The Student Council is formed regularly intervals as per university Guideline. The academic and administrative atmosphere of the Institution has always been peaceful and therefore there has never been a single event of agitation or strike by the students in the history of the Institution.

A number of committees work under Student Council such as Finance Committee, Cultural Committee, Planning Forum Committee, etc. Each committee consists of a faculty as a chairperson, two to three faculties as members and a Class Representative as a secretary and two to three Class-Representatives as members. The student secretary and the student members of all the committees help the chairperson organize various events and competitions and also actively participate in the activities.

Various committee looks after the smooth functioning of the college :

They are 01 Academic Council 02. Cultural Committee 03. Spots Committee, 04 Discipline Committee, 05. Admission Committee, 06. Anti-ranging Cell, 07. Sexual Harassment Cell, 08. Student Grievance Cell, 09 SC, ST, OBC & Minorities Cell, 09. Finance Committee, 10. RTI Cell

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

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

58

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

The college has a registered alumni association. The Alumni Associations functions through two modes. (i) as an independent organisation, (ii) as an association endorsed by the College. The independent alumni association meet as and when necessary arise. Principal and senior faculties are invited to participate to offer suggestion to improve the welfare of the college. Alumni association endorsed by the college meets once in a year. Principal being the chief coordinator convene the meeting and present the immediate needs of the college, while reeving comments and suggestions from the alumni for the development of the college. Prominent alumni facilitate the prospective students for employment generation. Beside the alumni association of the college. Certain old departments have their own alumni set up to promote their department interest. Alumni have contributed in kind and cash for the development of the department and college. Steps are being implemented to strength the alumni association to play an active role in the development of the college.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

The college follows its vision and mission to serve better for students. The governance of the college matches vision and the mission of the college.

Our vision and the mission are as follows:

MISSION

· To provide quality education to all students irrespective of caste, creed, religion and socio-economic status to uplift the society as a whole.

· To maintain excellent academic standard through innovation and effective teaching learning method in a joyful environment.

· To create a learner-friendly environment to make learning a joyful and fruitful experience.

VISION

Empowerment of common rural students through quality education at the lowest cost.

The governance of the institution is reflective:

The empowered team of the college involves Principal, convener of different committees, Teaching-staff, IQAC committee, non-teaching and supporting staff, student's union, student representative (C.R.), alumni. There are many committees to support the vision and mission of the college. For example, these are Examination cell, NSS carrier and counselling cell, library and sports committee, cultural and literacy committee, internal examination committee, anti ragging committee, disciplinary committee, grievance redressed committee, etc.

All the committees take its responsibility for the plans and activities, and successfully tackles these responsibilities in every academic session.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

The College promotes and practices decentralization in all academic and administrative activities, It has various academic and administrative committees to monitor, plan and execute the smooth functioning of the College.

Administrative Decentralization:

The principal and other Faculty are responsible for planning and policy development, institutional budget, academic and research growth of the institute, and other extension activities. The College Development Committee comprising representatives of management, principal, student representatives, faculty, staff members, and alumni is formed to deal with the development plan of the college regarding academic, administrative, and infrastructural growth and to enable the college for the addition of curricular, co-curricular and extracurricular activities.

Academic Decentralization:

There are different committees with well-defined functions that give academic and administrative leadership to the College. A committee comprising administrative staff and faculty members.

Its responsibilities are :

? Track the Syllabus completion of Theory/Lab for all the departments.

? To take active measures for improvement of standards of teaching, research, and training.

? To consider the recommendations of the sub-committees and discuss the issues/ developments at least once a month.

? To discuss and review the co/extracurricular activities of the college.

? Maintaining discipline on campus.

? Maintain the Minutes of the Meeting.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Institute's quality policy is well conveyed from its vision and mission statements. Strategic plan and action plan are designed in such a manner that this quality policy is driven and deployed during every process. Each process is regularly reviewed by a monitoring mechanism.

Strategy to strengthen collaborative research and consulting environment with industry and other institutes:

- Encouraging the faculty for research publications.
- Appreciating the research of students/ faculty.
- Faculties are being motivated to undertake consultancy works

Strategy to inculcate social and ethical values:

- Establishing NSS cell and organizing various social programs/ activities through this cell.
- Establishing community and ethical value-based cells and

organizing awareness programs on various ethical issues through these cells.

Strategy to implement Green Initiatives on the Campus:

- **With the help of the NSS cell of the college, various activities are organized to have a plastic-free campus.**
- **The entry of outside vehicles/automobiles into the college campus can be restricted/limited so that the college will be free from air pollutioncan also be avoided to a great extent.**
- **Proper maintenance of waste the management system, wastewastewatercling system & the biogas plant will help the campus to look neat, clean & provide a pleasant feeling**

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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 governance structure of the institution ensures that the leading educationists participate in sustaining the institutional ideas,and tradition and maintain viability. The action plan of the institute in alignment with its vision and mission is ensured via a definite organization framework, prospective planning, dynamic leadership, and , decentralized administration. The principal as head of the institution carries out academic administration and management through well-established statutory/non-statutory bodies. In accordance with the rules of the institution, The institution's governance is managed through various administrative bodies:

- **Governing Body: The Governing body is responsible for the operation of all aspects of the institution and infrastructure arrangements.**
- **Internal Quality Assurance Cell (IQAC): Every year, the institute submits an Annual Quality Assurance Report to NAAC on the up gradation and advancements of the institution. The committee was formulated on the basis of the recommendations**

given by the National Assessment & Accreditation Council.

- **Finance Committee: The finance committee is entrusted with protecting and renewing the institution's resources and assisting the board fulfilling its financial responsibilities.**
- **Academic Council : The academic council is academic body of the institute and responsible for the maintenance of standards of education, teaching and training, and Internal tests.**

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the institution webpage	**Nil**
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**C. Any 2 of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user inter faces	**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

DEI has effective welfare measures in place for its teaching and non-teaching staff. The various welfare schemes are as follows:

1. Medical Allowance

2. Maternity benefits as per norms

3. All the non-doctoral staff members are encouraged to get enrolled for part-time Ph.D. program.

4. DEI Employees' Welfare Fund.

The following facilities are also provided to employees for efficient functioning :

1. Medical leave

2. Yoga classes

3. Psychological counselling

4. 24 hour power back-up (100%) through solar power plants

5. Wi-Fi facility.

6. Workspace

7. Computing facility

8. Identity cards

9. Shopping outlets managed by students

10. Sports facilities

The campus is vehicle-free has been provided within the campus. Psychological counselling is available for the staff. Uniforms are available for the students at very low cost. Various kinds of scholarships are available on basis of merit, merit-cum-means and for the underprivileged sections of the society. These are from the Institute's own resources apart from the Government schemes that are available.

Links

Welfare Schemes

https://medhasoft.bih.nic.in/MKUYSnatak2021/pms/MainDefault.aspx

https://pmsonline.bih.nic.in/pmsedu2223/(S(irh0r0cea2ec4yfetrpvnc5m))/PMS/Login.aspx

https://scholarships.gov.in/

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	<u>View File</u>

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)	<u>View File</u>

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)	<u>View File</u>

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

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

File Description	Documents
IQAC report summary	**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)	<u>View File</u>

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

DEI strictly follows the UGC Regulations on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education-2010" (Regulation No. F.3-1/2009

dated June 30, 2010), together with all amendments made therein from time to time, for its teaching and non-teaching staff.

The performance of each employee is assessed annually after completion of one year of service. The objective is not only to objectively evaluate the performance as per established norms, but also to identify potential aspects for improvement that can eventually lead to further progress and growth of the employee.

The salient features of the performance appraisal system are as follows:

Teaching Staff

- The institute undertakes a wide range of activities besides academics, for which faculty members are assigned additional duties and responsibilities.
- Faculty members whose promotions are due are recommended based on their API score and are required to appear before the screening-cum-selection committee.

Non-Teaching Staff

The various parameters for staff members are assessed under different categories i.e. Character and Habits, Departmental abilities, Capacity to do hard work, Discipline, Reliability, Relations/Co-operation with superiors, efficient organization of documents and technical abilities.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

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

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)	[View File](#)

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

Response:-

Sources of funds are as follows:

1.Fees: Fees charged as per the university and government norms from students of various granted courses.

2.Salary Grant: The College receives salary grant from the State Government. For this, we prepare and send an annual budget of the estimated salary grant required to the state government. This grant includes salaries of the Full Time Permanent teachers and non-teaching staff as well as part-time teachers working on granted posts.

3. UGC Grants: Our College is under 2F and 12B as per the UGC Act and Permanent Affiliation of the University. Sowe receives grants from the UGC for the development and maintenance of Infrastructure, upgrade of the Learning Resources, and Research.

Our resource mobilization policy and procedures are as follows:

1.The Purchase Committee takes care that purchases are done properly and in accordance with the rules.

2. The College Development Committee takes a review of the mobilization of funds and the utilization of these sources periodically in their meetings.

3.The time-table committee looks after the proper utilization of classrooms and laboratories.

4.Campus cleanness and its utilization is monitored by the Campus Cleanliness Committee.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

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

The College has taken concrete steps for the development of students and faculty members and thus established IQAC on 2015. The prime task of the IQAC is to develop a system for conscious, consistent and catalytic improvement in the overall performance of institutions. The College has taken concrete steps for the development of students and faculty members and thus established IQAC on 2015. The primary goals of IQAC are: To promote measures for institutional functioning towards quality enhancement through the internalization of quality culture and institutionalization of best practices. The followings are the roles and responsibilities carried by IQAC: To coordinate the distribution of information on various quality parameters of higher education. To coordinate the documentation of the various programs/activities leading to quality improvement. To coordinate the quality-related activities of the institution. To coordinate the timely and efficient execution of the decisions of the IQAC committee.

IQAC is monitored by the following members :

- ○ Chairperson cum Principal

- IQAC Nodal officer
- IQAC Coordinator
- All IQAC Member
- Alumini
- Other

In the IQAC meeting, the members discussed the benefits to the campus with various corporate. Memorandums of understanding were taken from various corporates.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

The IQAC continuously reviews and takes steps to improve the quality of the teaching-learning process.

The Academic Calendar is prepared in advance, displayed and circulated in the Institute and strictly followed.

Admission to various programmes, summer, winter and mid-term vacations, examination schedule and declaration of results are notified in the Academic Calendar.

All students are provided with the Student Diary that provides all details relevant for students.

Students are apprised of the Time-Table, Programme structure.

Class Committees are regularly conducted with students to take feedback and appropriate steps are taken to enhance the teaching-learning process.

The teaching-learning processes are reviewed, and improvements are implemented, based on the IQAC recommendations. The major initiatives taken over the last five years include the following:

- **Introduction of Daily Home Assignments.**

- **Automation of Admission Processes - Provision for online fee payment.**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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)	**C. Any 2 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

Our institution has been adhering to the idea of gender equality by giving equal consideration to the girl students with respect to their identity and personality to be expressed on equal footing. Our college is committed to educating and following the idea of gender sensitization among the students as their prime duty and part of constitutional obligation. Every year governments provide various scholarships for the betterment of girl students. Our college constitutes a women's Cell an anti-ragging cell to create

awareness among the students to assert their rights and to educate them about women's empowerment.

Anti-sexual harassment cell has been taking special care of the girl students and trying to support them in terms of instilling confidence among them while they face any type of problems within the campus or outside the campus. Our principal and concerned head of the Cells even take their parents into confidence while taking any kind of problems faced by the girls.

In addition to this, our N.S.S unit has been engaging the students in various activities to imbibe qualities of leadership, social service, and responsible and awakened citizenship to cherish the values of equality, social justice and tolerance.

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 e-medical Waste Management- There is no e-medical waste management system in the college. Hazardous chemicals and radioactive waste management- There is no Hazardous chemicals and

radioactive waste management system in the college.

There are different types of wastes disposed in the college for which there is a proper system functioning. The following wastes are being disposed by the college:

Solid Waste Management : College has a place on its campus where the solid wastes materials are disposed. Keeping this in view, the college also manages its solid waste management system. However, there does not exist more waste from college.

Liquid Waste Management- The waste water is carried out through the pipeline. This system is made by the Public Welfare Department of the state government.

Biomedical Waste Management- There is no biomedical waste management system in the college.

E-waste Management- There is no e-waste management system in the college.

Waste recycling system- There is no system of Waste recycling in the college. However, there is rain water harvesting system in the college.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<u>View File</u>

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	A. Any 4 or all 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: 1. **Restricted entry of automobiles** 2. **Use of bicycles/ Battery-powered vehicles** 3. **Pedestrian-friendly pathways** 4. **Ban on use of plastic** 5. **Landscaping**	**B. Any 3 of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	**No File Uploaded**
Various policy documents / decisions circulated for implementation	**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	**B. Any 3 of the above**

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 institute is proactively taking efforts in providing an inclusive environment. The initiatives are to promote better education, and set communal harmony. Institute has conducted lectures in the villages for increasing their environmental and ethical awareness. Institute has also tested the quality of drinking water available in these villages. The extension activities are targeted towards enabling a holistic environment for student development. University has always been at the forefront of sensitizing students to the cultural, regional, linguistic, communal, and socio-economic diversities of the state and the nation.

The University celebrates cultural and regional festivals like Youth Festival, Constitution Day, etc. to teach tolerance and harmony to the students. The Gender Equality Policy focuses on equal access, opportunities, and rights for women and men. Policy for the Differently abled ensures that every single member of the department is aware of the care to be shown to the differently abled people. By providing a barrier-free environment, needed facilities, and human and technological assistance, the department takes continuous efforts to make the differently-abled feel

included in every part of the activity of the college. The department has revised the curriculum with the inclusion of topics related to human rights, peace, tolerance, love, compassion, harmony, promotion of social values, awareness of environmental protection, and ethics.

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	View File

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

India, as a country, includes individuals with different backgrounds viz., cultural, social, economic, linguistic, and ethnic diversities governed and guided by the Constitution irrespective of caste, religion.

The students are inspired by participating in various programs on culture, traditions, values, duties, and responsibilities by inviting prominent people. The institute conducted awareness programs on the ban on plastics, cleanliness, Swachh Bharat, etc. involving students.

The college establishes policies that reflect core values. Code of conduct is prepared for students and staff and everyone should obey the conduct rules.

The affiliating University curriculum is framed with mandatory courses like Professional ethics and human values, the Constitution of India, Essence of Indian Traditional Knowledge, as a small step to inculcate constitutional obligations among the students. Major Initiative during last five years.

- Vigilance Awareness Week: 'Integrity - A way of Life 'To spread awareness regarding sanitation, living standards of life, and knowing one's personality.
- A separate NSS unit is started exclusively to encourage the students and the unit is successfully conducting activities to serve the society.
- Beti Bachao, Beti Padhao
- Humanitarian Project at. Tamanganj, Village- Kasba, Purnea.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

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

Institution celebrates/ organizes national and international commemorative days, events and festivals. National festivals play an important role in planting seed of Nationalism and Patriotism among people of India. Our institution celebrates these events with great enthusiasm to commemorate the ideology of nationalism and to pay tribute to our great National Leaders.

Republic day- The institution celebrates Republic day on 26thJanuary every year, commemorating the adoption of Indian

constitution and spreading the message that India is the largest democratic country in the world.

Independence Day is celebrated every year on 15th of August, parades and flag hoisting is organized and is celebrated to mark freedom of India from British rule. \

Gandhi Jayanti is celebrated every year on 2ndOctober to understand the ideology of our great leader Mahatma Gandhi wherein pledge is taken by students and staff.

International Yoga day is celebrated on 21st June every year. The yoga Instructor organizes the yoga camp and a speech is conducted to make everyone aware on how Yoga embodies unity of mind and body; thought and action; restraint and fulfilment.

Voters Day is celebrated on 25th January wherein the students are given awareness on their duties and rights as a loyal citizen.

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	View File

7.2 - Best Practices

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

1. Title of the Practice: MENTORING SYSTEM FOR STUDENTS

2. Objectives of the Practice:

To minimize dropouts, improve performance and reduce the stress of the students through personal counseling.

1. The Practice.

- ○ Each teacher is assigned around 7-8 students for the complete duration of their study.
- ○ They meet at least once a month to discuss, clarify and

share various problems which may be personal or academic, etc.
- The mentors encourage the students to participate in co-curricular and extracurricular activities and sports.
- Their academic performance and other activities are all recorded.
- The mentors also counsel the students in need of emotional problems.
- When the students have any problem in any department either with the staff or with work completion the mentors speak with the respective staff and sorts out the problem.

1. Title of Best Practice - TEACHING – LEARNING PROCESS

- Academic calendar is planned by the University.
- Academic calendar is uploaded on the website for information to students, teachers and others.
- The heads of different departments monitor the pace of coverage of the syllabus
- Timeline of Assignments, syllabus coverage is monitored by Dean academics at regular intervals

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

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 College provides facilities of high quality to fulfil the needs of the students in the respective area of career opportunities and placement assistant. The Placement cell organizes and extends services towards collaborative placement activities i.e. Soft Skills and aptitude training programs. The cell conducts training activities for the B.Sc, BA, B.Com students mainly focusing on Career planning, Personality Development. Continuous interaction of the cell with the Alumina also helps in achieving the goals & motivating students to contribute in this direction.

The college has created an interactive and stimulating environment

by organizing various student centric activities such as programming Competition, Essay Writing Competition, Poster Presentation, Web Design Competition, Debate Competition, Speech Competition, workshops and seminars. Students can build their knowledge through study facilities library, reading room, etc. for their personality development.

The College follows a proactive financial aid policy, organizes courses in the teaching-learning. Pursuing its vision of Diversity Inclusion and Integration in the last five years, the College provided financial assistance to several students with partial fee waivers including hostel fee waivers and also full fee waivers. This assistance was in addition to the support received by reserved category students from state and other agencies

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

7.3.2 - Plan of action for the next academic year

- Plan of action for the next academic year

- 1. To Organize NAAC Sponsored National Level Seminar.

- 2. Organizing Criterion wise presentations as a step towards preparing for NAAC reaccreditation.

- 3. An effort to collaborate initiatives of Industry-Academia and Alumni for development of students

- 5. To Increase More Students in Diploma Courses Under NSQF.

- 6. To organize finishing School Programme of Government.

- 7. Organize various student and faculty development programme.

- 8. To make placement more efficient. To Start Academy for Competitive Examination.

- SWOC analysis of the department and future plans. Strengths

- ? Highly qualified and experienced faculty.

- ? Student centric and interactive teaching learning process.

- ? This subject plays an important role for increasing the awareness of our great Indian culture in the society at large.

- Weakness

- ? Declining student strength.

- ? Severe faculty crunch.

- ? Poor Student-teacher ratio.

- Challenges:

- ? Increasing trend towards Vocational and Professional courses.

- ? It has less market absorption.

- ? Depleting strength of the students in the Science and Commerce.

- Future Plans:

- ? To start certificate a course ia n Functional and Communicative English under auspices of UGC Carethe er Orientation scheme.

- ? To organize seminseminarsworseminarswith financial assistance from UGC.

- ? To start Three yearThree-yearcourse.