



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	SWAMI SAHJANAND COLLEGE
Name of the head of the Institution	DR. SUDHIR KUMAR MISHRA
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	061142290100
Mobile no.	9771575743
Registered Email	collegeswamisahjanand@gmail.com
Alternate Email	innovationskmishra@gmail.com
Address	Jehanabad
City/Town	Jehanabad
State/UT	Bihar
Pincode	804408

2. Institutional Status

Affiliated / Constituent	Constituent
Type of Institution	Co-education
Location	Rural
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. Siya Sharan Sharma
Phone no/Alternate Phone no.	061142290100
Mobile no.	9431279857
Registered Email	siyasharma779@gamil.com
Alternate Email	collegeswamisahjanand@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://sscollegejehanabad.org
4. Whether Academic Calendar prepared during the year	No

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	2.24	2015	03-Mar-2015	02-Mar-2020

6. Date of Establishment of IQAC	30-Aug-2012
-----------------------------------------	-------------

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Decision Parent-Teacher meeting on quarterly basis was taken	22-Aug-2018 1	56
Faculty members appraised of major/minor research projects and encouraged to take up such assignments from UGC.	22-Aug-2018 1	56

[View File](#)

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	MDC	RUSA	2018 30	20000000

[View File](#)

9. Whether composition of IQAC as per latest NAAC guidelines:

No

Upload latest notification of formation of IQAC

No Files Uploaded !!!

10. Number of IQAC meetings held during the year :

3

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

No

Upload the minutes of meeting and action taken report

No Files Uploaded !!!

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

No

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

To consider organising of induction classes at the beginning of every academic session
To consider smart class room for students
Construction of Computer Centre in College campus
Construction of Gymnasium

[View File](#)

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

Plan of Action	Achivements/Outcomes
To consider starting computer awareness classes for students and training programme for teaching and nonteaching including elearning	The proposal was accepted and the chairman was authorized
"Upgradation of Athletics Sports Facilities with adding more Athletics sports goods."	Many Modern Athletics Sports Facilities added with more Athletics sports goods.

To consider induction classes at the beginning of each academic session	Agreed by all members and to be started this year.
To consider student-teacher-guardian meeting in the college on quarterly basis.	It was approved and Principal was authorised for necessary action.
To consider up-dation of college website	It was approved and Principal was authorized for necessary action.
View File	
14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	No
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The curriculum delivery is ensured through the following mechanism: 1.The academic calendar is prepared at the beginning of the academic session which captures the important dates like start and end of the session, internal examination, lab tests,etc. 2.The faculty members are required to prepare a comprehensive course pack consisting of lecture plan. 3.The students are continuously assessed and evaluated through assignments, tutorial sheets, classroom performance and internal assessment exams. The tests and assignments are mapped with the course outcomes. 4.The course level attainment levels and program outcome attainment levels are monitored annually for continuous improvement

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Nil	Nil	30/06/2019	0	0	0

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
MSc	Computer Science	01/07/2018

[View File](#)

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MA	Nil	30/06/2019

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Nil	30/06/2019	Nil
View File		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Nil	Nil
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
Parents	No

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

Feedback Obtained
<p>The college has designed and developed feedback system for students and teachers. The feedback of students are collected on three parameters viz. Academic, Library and Administration. The students are encouraged to respond to issues regarding the completion of syllabi, communication of teachers, doubt clearance and attention to academically weaker students. Suggestions for development is also sought. The students are encouraged to respond regarding the facilities of library, availability of books, and cooperation of the library staff. The students are also asked about the ease of administrative matters wherein they are encouraged to respond to issues of cleanliness on campus, greenery, basic civic amenities and grievance redressal. The college also gathers feedback from the teachers where they are requested to respond to issues regarding the syllabi, employability of the students after the curriculum, resources and facilities for teaching improvement and program outcome of the syllabi. The teachers are also asked to give their suggestions for curriculum improvement and updating. The feedback system will be added to the college website with unique identifications given to each stake-holder so the processing of the feedback can be managed more efficiently. The feedback</p>

system is currently being expanded to parents and alumni and the next feedback cycle and its analysis will be entirely digital and comprehensive.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MSc	MSC	140	127	127
BA	BA	960	468	468
BSc	BSC	720	319	319
MA	MA	180	95	95
View File				

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	787	222	Nil	Nil	19

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
19	12	10	10	1	Nil
View File of ICT Tools and resources					
View File of E-resources and techniques used					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Mentoring of students is conducted by the departments of the institution. Mentoring of students is based on the following objectives: - To increase the teacher-student contact hours - To identify and address the problems faced by slow learners and first generation learners - To encourage advanced learners - To decrease the student drop-out rates - To prepare students for the competitive world Every year, departments individually organize orientation sessions on the class commencement day for students of first Part and explain the designing and implementation of the mentoring system of the department. Departmental teachers. In the mentoring process, all necessary information related to the student such as the contact number, email of the student, family income, category, gender etc are initially collected by the department through the student database format provided by the IQAC, collected at the time of admission for a new session. Departmental teachers maintain interaction with students through individual meetings, social networking sites and interaction boards of learning management system. Teachers discuss with parents during interactive program and try to identify the problems faced by students and related issues. Teachers suggest students to provide the list of difficult questions and problems faced by them while preparing for competitive examinations and then provide solutions to them. The biggest challenge of the mentoring system is to decrease the drop-out rates of the college due to shifting of students from general courses to technical and medical courses at the beginning of each academic session. College has planned to introduce a mentoring guideline for all departments from the next academic session to address this

problem.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1009	19	1:53

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
51	19	32	Nil	14

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Dr. Sudhir Kumar Mishra	Principal	International Education Excellence Award
2018	Dr. Sudhir Kumar Mishra	Principal	Prominent Educationist of India
2018	Dr. Sudhir Kumar Mishra	Principal	Dr. A.P.J. Abdul Kalam Education Excellence Award
2018	Dr. Sudhir Kumar Mishra	Principal	Rashtriya Vidya Gaurav Award
2018	Dr. Sudhir Kumar Mishra	Principal	Rashtriya Vidya Gaurav Gold Medal Award
2018	Dr. Sudhir Kumar Mishra	Principal	Best Educationist Award
2018	Dr. Sudhir Kumar Mishra	Principal	Pratibha Samman Award
View File			

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	BA	2018	17/12/2018	19/02/2019
View File				

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

University guidelines are strictly adhered to with respect to evaluation process. The schedules of internal assessments are communicated to students and

faculty in the beginning of the academic year through academic calendar which is prepared based on the university academic calendar. Before a week internal exam time table is displayed on the notice board. Questions are framed, such that they adhere to university standard. The subject handling faculty prepares question bank that covers equal number of questions from each unit, covering all the topics. Departmental internal exam coordinator under the guidance of HOD, checks for the standard of the question bank. Internal exam coordinator ensures smooth conduction of test and proper valuation of internal exam. At the end of each academic year examinations are conducted by the affiliating University.

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

Being a constituent unit of Magadh University, Bodh Gaya, the college follows the academic calendar of the university. Academic and exam related matters are guided by the university. The academic calendar provides date of commencement of the academic session, highlighting teaching days, events planned, state government and local holidays. The teaching plan according to faculties is prepared by the individual departments under guidance of the concerned staff council.

2.6 – Student Performance and Learning Outcomes

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

<https://sscollegejehanabad.org/pages.php?Url=program-outcomes>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BA	BA	BA/BSC	916	855	93
View File					

2.7 – Student Satisfaction Survey

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

https://docs.google.com/forms/d/e/1FAIpQLSe4DvLvvhBoxwLa6yLPNwMrEPALD1H6bGF_Iqd1AptvtQIRaQ/viewform

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	0	0	0	0
Minor Projects	0	0	0	0
Interdisciplinary Projects	0	0	0	0

Projects sponsored by the University	0	0	0	0
View File				

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Nil	Nil	30/06/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Nil	Nil	Nil	30/06/2019	Nil
View File				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	Nil	Nil	Nil	Nil	30/06/2019
View File					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
Nil	Nil

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Nil	Nil	0
View File			

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

Department	Number of Publication
Nil	Nil
View File	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
--------------------	----------------	------------------	---------------------	----------------	-----------------------------------------------------------	---------------------------------------------

PEPTIDE-BASED SYNTHETIC VACCINES	DR. SUDHIR KUMAR MISHRA	Journal of the Maharaja Sayajirao University of Baroda ISSN : 0025-0422	2018	0	Principal, S.S. College, Jehanabad	Nil
View File						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Nil	Nil	Nil	2019	Nil	Nil	Nil
View File						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nil	2	Nil	Nil
View File				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
World Yoga Day	Magadh University Bodh Gaya	12	36
Plantation	Magadh University Bodh Gaya	5	30
Rashtriya Yuva Sansad	Magadh University Bodh Gaya	2	11
Inter College Kabaddi Competition 2019	Magadh University Bodh Gaya	2	15
Inter College Chess Competition 2018	Magadh University Bodh Gaya	1	2
View File			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
View File			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Nil	Nil	Nil	Nil	Nil
View File				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Nil	0	0	0
View File			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Nil	Nil	Nil	01/07/2018	30/06/2019	0
View File					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Nil	30/06/2019	Nil	Nil
View File			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
15	15

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Seminar Halls	Newly Added
Classrooms with LCD facilities	Newly Added
View File	

4.2 – Library as a Learning Resource

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

Name of the ILMS	Nature of automation (fully	Version	Year of automation
------------------	-----------------------------	---------	--------------------

software	or partially)		
LIS	Fully	2	2018

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	32000	1920000	Nil	Nil	32000	1920000
View File						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	Nil	Nil	30/06/2019
View File			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	100	60	10	5	10	5	10	10	0
Added	0	0	0	0	0	0	0	0	0
Total	100	60	10	5	10	5	10	10	0

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

10 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Nil	https://sscollegejehanabad.org/

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
15	15	15	15

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

The physical, academic and support facilities are maintained and supervised by the various college committees. Construction, maintenance and repairing of academic buildings, library, classrooms, electrical appliances and other

physical infrastructure of the College is done by the Development/Building committee of the College. It intimates the construction, maintenance and repairing related requirements, as and when required. While purchasing an equipment from any fund, it is always ensured that the installation charges and maintenance charges (within warranty period) are provided by the company, which delivers the equipment. Such clause is inserted in the work order of the equipment. The Admission Committee regulates the online system of admission which facilitates the students in hassle free admission process. There is regular inspection and monitoring of the physical facilities of the institution. The Planning and Development- cum- Beautification Committee supervises is regular cleaning of the campus, drinking water facilities, washrooms for boys and girls, pest control, beautification and tree planting. The Proctorial Board, Grievance Redressal Cell-cum- Internal Complaint Committee and Anti Ragging and Prevention of Sexual Harassment Committee supervises the law and order, security and welfare of the students on campus. The departmental laboratories are regularly inspected and their stocks are maintained. The institution has RTI committee that promptly responds to the questions placed by various stakeholders.

<https://sscollegejehanabad.org/userfiles/proceduresandpolicies.pdf>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Nil	0	0
Financial Support from Other Sources			
a) National	National Scholarship	588	653983
b) International	Nil	Nil	0
View File			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Nil	30/06/2019	Nil	Nil
View File			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	Nil	Nil	Nil	Nil	Nil
View File					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
53	53	15

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Nil	Nil	Nil	Nil	Nil	Nil
View File					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	Nil	Nil	Nil	Nil	Nil
View File					

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

Items	Number of students selected/ qualifying
Any Other	Nil
View File	

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

Activity	Level	Number of Participants
Inter College Chess Competition	University	2
Inter College Basketball Competition	University	8
Inter College Cross-country Competition	University	12
Inter College Kabaddi Competition	University	15
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Nil	National	Nil	Nil	Nil	Nil
View File						

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

Student Council of the college is an elected body and always joins hands with faculty members and college administration to ensure overall development of the college. There is regular election of Students' Union representatives in the college where the teaching and non-teaching staff participate as officials and supervisors. The student representatives thus elected by the entire student body then represents issues concerning students' interests and welfare. The college administration has a cordial relationship with the student bodies and does its best to remedy the problems faced by them. The student representatives support in various college events like admissions, cultural programs, educational and awareness drives and sports.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

0

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The institution has a mechanism of providing operational autonomy to various functionaries in order to ensure a decentralized governance system. 1. Principal Level: Principal is the Head of the Institution and chairperson of the IQAC. The principal in consultation with the Teachers' Council nominates different committees for planning and implementation of different academic, student administration and related policies. All academic and operational policies are based on the unanimous decision of the governing body, the IQAC and the teacher's council. 2. Faculty level: Faculty members are given representation in various committees/cells nominated by the Teachers council, in the Governing body, in the IQAC and other committees. Every year, the composition of different committees is changed to ensure a uniform exposure of duties for academic and professional development of faculty members. Following are the different sub-committees which have been nominated by Teachers' Council. 1. IQAC Committee 2. NAAC Steering Committee 3. Alumni Association Cell 4. Placement Cell 5. Career Counselling Cell 6. Grievances Redressal Cell 7. Feedback Committee 8. Purchase Committee 9. Anti-Ragging Prevention of Sexual Harassment Committee 10. NSS 11. Sports 12. Women's Cell 13. Academic committee 14. Admission committee 15. Examination Committee 16. Development/Building Committee 17. Magazine Committee 18. Cultural Committee 19. Proctorial Committee 20. Research expert Committee 21. Library Committee 22. Committee for SC/ST 23. Committee for OBC 24. Internal Compliant Committee 25. Minority Cell

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

No

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	Being a constituent unit of Magadh University, Bodh Gaya, college follows the curriculum and syllabus prescribed by the University for All Courses. Individual colleges are not allowed to design their own curriculum. University revises their syllabus time to time for the different courses by curriculum development committee formulated by university, senior faculty members from this college have been a part of curriculum development committee.
Teaching and Learning	College have taken the following initiatives for the quality teaching and learning. • There are well qualified and experienced faculty members. • Adequate infrastructural facilities for teaching and learning are provided. • Computer laboratories with the latest configuration hardware and original licensed software are provided. • Faculty members are motivated to join orientation program, refresher courses, workshop, and FDP to upgrade their skills. • Faculty members are encouraged to pursue higher studies. • Students are encouraged to be more involved in, hand on activities, quizzes, presentation, skit etc.
Examination and Evaluation	University guidelines are strictly adhered to with respect to evaluation process. The schedules of internal assessments are communicated to students and faculty in the beginning of the academic year through academic calendar which is prepared based on the university academic calendar. Before a week internal exam time table is displayed on the notice board. Questions are framed, such that they adhere to university standard. The subject handling faculty prepares question bank that covers equal number of questions from each unit, covering all the topics. Departmental internal exam coordinator under the guidance of HOD, checks for the standard of the question bank. Internal exam coordinator ensures smooth conduction of test and proper valuation of internal exam. At the end of each academic year examinations are

	conducted by the affiliating University.
Research and Development	<ul style="list-style-type: none"> • The faculty members are encouraged to publish their research contributions various national and international journals and conferences. • The college motivates the faculty members to attend research-oriented seminars / workshops/conferences etc. • The college encourages faculty members to pursue Ph.D. Program in reputed universities. • The college support researchers by providing well equipped laboratory and high end computing facilities with necessary software.
Library, ICT and Physical Infrastructure / Instrumentation	<ul style="list-style-type: none"> • The library holds 32000 books of all disciplines. • The library subscribes Newspapers and Magazines which are made available to the readers in the reading room. • Books have been bar-coded and updated in digital catalogue. • Library is strengthened by computer system, high speed Wi - Fi internet and LCD screen.
Human Resource Management	<ul style="list-style-type: none"> • Salary and increment are given to teaching and non-teaching members as per university norms. • College grants Casual, Medical, on duty and special leave for its teaching and non-teaching employee as per university rules. • Faculty members are entitled to avail summer and winter vacations as per university calendar.
Industry Interaction / Collaboration	Students are motivated to visit industries for their projects and summer training. This provides a unique and rare opportunity provided to students to learn the theoretical concepts practically.
Admission of Students	Students are admitted to the institution by the centralized online portal of the university.

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

E-governance area	Details
Planning and Development	The physical, academic and support facilities are maintained and supervised by the various college committees. Construction, maintenance and repairing of academic buildings, library, classrooms, electrical appliances and other physical infrastructure of the College is done by the Development/Building committee of the College. It intimates the

construction, maintenance and repairing related requirements, as and when required. While purchasing an equipment from any fund, it is always ensured that the installation charges and maintenance charges (within warranty period) are provided by the company, which delivers the equipment. Such clause is inserted in the work order of the equipment.

Administration

1. Principal Level: Principal is the Head of the Institution and chairperson of the IQAC. The principal in consultation with the Teachers' Council nominates different committees for planning and implementation of different academic, student administration and related policies. All academic and operational policies are based on the unanimous decision of the governing body, the IQAC and the teacher's council. 2. Faculty level: Faculty members are given representation in various committees/cells nominated by the Teachers council, in the Governing body, in the IQAC and other committees. Every year, the composition of different committees is changed to ensure a uniform exposure of duties for academic and professional development of faculty members.

Finance and Accounts

Every year the institution conducts internal financial audit by competent chartered accountants. It is a regular process which is integrated in the normal functioning of the college.

Student Admission and Support

Students are admitted to the institution by the centralized online portal of the university.

Examination

University guidelines are strictly adhered to with respect to evaluation process. The schedules of internal assessments are communicated to students and faculty in the beginning of the academic year through academic calendar which is prepared based on the university academic calendar. Before a week internal exam time table is displayed on the notice board. Questions are framed, such that they adhere to university standard. The subject handling faculty prepares question bank that covers equal number of questions from each unit, covering all the topics. Departmental internal

exam coordinator under the guidance of HOD, checks for the standard of the question bank. Internal exam coordinator ensures smooth conduction of test and proper valuation of internal exam. At the end of each academic year examinations are conducted by the affiliating University.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Nil	Nil	Nil	Nil
View File				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Nil	Nil	01/07/2018	30/06/2019	Nil	Nil
View File						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Nil	Nil	01/07/2018	30/06/2019	0
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nil	Nil	Nil	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
0	0	0

6.4 – Financial Management and Resource Mobilization

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

Yes, Institution Conducts Internal and External Audit regularly. The college has a mechanism for external financial audit every year on the end of financial year. The College has a mechanism for Internal audit by Registered Charter Accountant every year on the end of financial year. The external audit is carried out by a government auditor appointed by the Department of Higher Education, Government of Bihar. There were no major objections raised by the auditor. Financial Audit also done by Affiliating University.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	0	Nil
View File		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	No	Nil
Administrative	No	Nil	No	Nil

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

The college believes in the academic, social, moral and cultural development of students by acquiring inputs from all stakeholders. Although the college does not maintain formally registered parent-teacher association, yet interactions of teachers with parents during parent-teacher meetings of different departments comes up with new suggestions related to the overall development of the students. Teachers have been able to communicate with parents to prevent early marriages and other prejudices related to the drop-out of girl students. This has resulted in the increase in overall percentage of girl students in the college.

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

- Computer Awareness Program.
- Friendly Environment between Management and support
- Staff Stress free work Environment

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

1. Regular meeting of IQAC.
2. Strengthen the different Committees.
3. Inclusion of greater number of girl students in extension activities.
4. Enrichment of laboratories.
5. Improvements of Library facilities

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Decision P arent- Teacher meeting on quarterly basis was taken	22/08/2018	22/08/2018	22/08/2018	56
2018	Faculty members appraised of major/minor research projects and encouraged to take up such assignments from UGC.	22/08/2018	22/08/2018	22/08/2018	56
View File					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Nil	01/07/2018	30/06/2019	Nil	Nil

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

Percentage of power requirement of the University met by the renewable energy sources
Currently 30 percent of the power consumption of the institution is sustained by solar energy. Alternate energy sources are being expanded on campus and it is the vision of the college to expand it up to 40 percent in the upcoming sessions.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	60

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	25/08/2018	1	Cleanliness	Local Awareness	200

					drive		
2018	1	1	10/09/2018	1	Plastic free drive	Local Awareness	200
2018	1	1	05/10/2018	1	De-addiction drive	Local Awareness	200
2018	1	1	20/11/2018	1	Water Conservation	Local Awareness	200
View File							

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

Title	Date of publication	Follow up(max 100 words)
Nil	30/06/2019	Nil

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Founders Day Celebration	26/07/2018	26/07/2018	400
View File			

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

1. Swachh Bharat Cleanliness drive. 2. Plantation Drive 3. Plastic free campus 4. Solar panels for alternate energy source 5. Preservation of plants in Botanical Garden

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice-1

1. Title of the Best Practice: Engaging Students in Quality Enhancement Processes

2. The Context: Higher Education Institutions in India has been playing a crucial role in evolving the knowledge communities and societies dedicated to the advancement of knowledge education system. To this end, the participation of all stakeholders including the involvement of students' participation in the Institutional quality enhancement processes is important. Students' participation in quality enhancement, at the institution, is an ongoing and continual practice. Students' participation becomes inevitable in the process quality enhancement in higher education due to below listed reasons: ? Students are seen as qualified human resources who will participate and contribute to the overall growth and development of business and industry. They are the major forces who would continuously strive to develop the frontiers of knowledge. Students' participation in the quality enhancement is viewed as an opportunity where they can participate in its continual development process. This also generates a sense of belongingness towards the Institution and a sense of responsibility for maintaining and protecting the performance excellence of the establishment. ? Teaching is the core area of an educational sector. In an educational institution efficient handling of the teaching-learning practices enable a conducive to meaningfully engage the student voice. Student-friendly teaching learning environment can be created to foster a better learning among students.

3. Objectives of the Practice: Objectives of this practice are ? To develop the institutional culture to engage students and strengthen the student- teacher relationship further. ? To help revisit the 'old paradigm of student-teacher relationship in

the wake of changing nature of education across the globe' . ? To help teachers benefit from the student feedback and evaluation on teaching methodology and classroom learning process. ? To helps the institution in getting the students' insight on key institutional - academic and administrative - aspects. ? To identify any deficiencies in the academic and physical infrastructure and in student services from the perspective of the students can be gained for the purpose of quality enhancement and development. ? To strengthen the student-teacher synergy in the process of quality enhancement in higher education. 4. The Practice ? The Internal Quality Assessment Cell (IQAC) of college from time to time organizes student participation programs. ? Student Council / Governing Body are consulted on various matters of student welfare and other policy matters. ? Events such as Open House for students and also exclusively for Girl Students is organized. 5. Advantages ? This practice has enabled college in adopting a Student-Centric approach not only in learning process but also in institutional quality enhancement. ? It has created a platform for students to share their ideas and views. ? Students' involvement has brought about newer and dynamic ideas into quality enhancement of higher education. ? Teachers, by way of this practice, stand to gain in terms of much valuable feedback from the students on quality enhancement in classroom teaching and innovative practices in teaching. ? This practice has enabled the institution to offer programs and courses that are well accepted. Also, has help create a student-centric environment in the institution. 6. Challenges The challenges to adoption and implementation of this practice are in the form of understanding and definition of quality among the students. Students come with varied interests and understanding on quality in academic and administrative practices making it difficult to arrive at a consensus on quality standards. A certain amount of rigidity exists in the classroom teaching and examination processes and students' perception of these aspects may act as a limitation in adopting some suggestions. 7. Evidences of Success It has been observed that the students have shown keen interest in understanding the quality initiatives of the college. Many of the students have willingly participated in such activities which have given them an opportunity to envision actions embossed with quality. Regular feedback has enabled the institution to add value to the existing academic and administrative practices and make it student -centric. 8. Resources Required Resources would be required in terms of time spent on these exercises. A comprehensive and updated list of alumni profiles tracking their career growth is also an essential resource. This would help the institution invite those that may be instrumental in giving important inputs in the process of quality enhancement. A comprehensive feedback system where students can voice their concerns and rate various academic and administrative aspects of the institution is another requirement for earmarking areas for quality improvement. Best Practice-21. Title of the Best Practice Bridge Courses for Slow Learners 2. The Context: Slow Learners have difficulty in keeping up with the classroom as their IQ is low. In all likelihood, these children do not have a learning disability and hence are mostly overlooked. Many of such students tend to drop out of college because the classroom is hard for them. But Learning is a lifelong Endeavour and each child should be given an opportunity for a consistent growth in his or her life. The College objectifies this motto by providing a separate platform for all such learners, who due to certain unavoidable circumstances could not come into the main force. A separate session is provided to these learners by the subject specialists and the outcome has been overwhelming success till now. 3. Objectives of the Practice ? Working on the requirements of the students after identifying the problems. ? Prepare the slow learners to take up the commencing degree classes properly. ? Bridging the gap between slow learners and the usual learners. ? Monitor and enhance performance towards excellence. 4. The Practice Students who come from other stream or students who did not pursue the subject after matriculation are the target audience of such Bridge Courses including those students who scored

less than 50 marks in the subject for the programme. The Bridge course is a three weeks program and at times exceed to four weeks depending on the requirement of the students, conducted before the commencement of regular undergraduate classes. The pre-assessment criteria are based on marks obtained by the students in their pre-university examination. After the Bridge course, students who scores marks lower than 50 have to reappear for the same exam but such requirement has hardly risen. The success ratio of the improved quality is verified with the feedback collected from the students all these years. 5. Challenges: Challenging issues of Bridge Course has not faced as any critical challenges but few such as: ? Difficulty in getting the personal contacts with the students once admission is done as they tend to change their location and contact numbers. ? Clashing of Bridge course with other competitive entrance examination dates. ? Students' varied personal commitments during the session of the course. ? Lack of seriousness among students. 6. Evidence of Success Students are able to excel in exams as evident from their assessment marks and their performance in the subsequent exams. Their improved confidence allows them to participate in various curricular as well as co-curricular activities and excel in those with good results. The results of the students have been a continuous hallmark of their capabilities as well the success of the programme. The written feedback of the slow learners has given positive input to conduct such programs on regular basis. 7. Resources Required ? Monitoring department with professionals to keep a keen eye on students' need. ? Qualified teachers to train slow learners on their problem zone. ? Proper planning of syllabus and problem-based approach to guide these students.

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

<https://sscollegejehanabad.org/pages.php?Url=best-practices>

7.3 – Institutional Distinctiveness

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

Technology in education motivates the teachers, enrich learning resources and assist the evaluation of learning goals. Further, digitalized process accelerate service support and campus placement. Technology has the potential to interweave the University's competencies of teaching, evaluation and administration. Ranchi University has a well set digitalized system which comprises of EDPC (Examination Data Processing Cell), Computer Cell, E-Learning and Knowledge Information Centre, digitalized University Headquarter Examination Centre, a Community Radio Station of its own called Radio Khanchi. The entire examination process in the University, right from initial registration of the students to the issue of final degree certificates, is digitalized. The University has digitalized the entire examination system that ensures speed, transparency and confidentiality. Moreover, the entire admission procedure is done on a digitalized platform. The University also has a digitalized and centralized Campus Placement System.

Provide the weblink of the institution

<https://sscollegejehanabad.org/userfiles/institutional-distinctiveness.pdf>

8.Future Plans of Actions for Next Academic Year

1. ICT Facilities improved. 2.To Add New Sports Facilities. 3. Digitization Admission/Office Process. 4. Gardening in Campus. 5. Worked on RUSA Proposal for acceptance