



## YEARLY STATUS REPORT - 2020-2021

### Part A

#### Data of the Institution

<b>1.Name of the Institution</b>		<b>Koshi College, Khagaria</b>
• Name of the Head of the institution	<b>Dr. Abdul Salam Ansari</b>	
• Designation	<b>Professor-In-Charge</b>	
• Does the institution function from its own campus?	<b>Yes</b>	
• Phone no./Alternate phone no.	<b>9304155128</b>	
• Mobile no	<b>9304155128</b>	
• Registered e-mail	<b>khagariakoshicollege@gmail.com</b>	
• Alternate e-mail	<b>prof.salam24@gmail.com</b>	
• Address	<b>Koshi College, PO- Koshi College</b>	
• City/Town	<b>Khagaria</b>	
• State/UT	<b>Bihar</b>	
• Pin Code	<b>851205</b>	
<b>2.Institutional status</b>		
• Affiliated /Constituent	<b>Constituent</b>	
• Type of Institution	<b>Co-education</b>	
• Location	<b>Semi-Urban</b>	
• Financial Status	<b>UGC 2f and 12(B)</b>	

• Name of the Affiliating University	Munger University, Munger				
• Name of the IQAC Coordinator	Dr. Ramesh Kumar				
• Phone No.	6201522869				
• Alternate phone No.	8789532309				
• Mobile	6201522869				
• IQAC e-mail address	naackoshicollege@gmail.com				
• Alternate Email address	rameshkumar2020eco@gmail.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="#">First Cycle</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	No				
• if yes, whether it is uploaded in the Institutional website Web link:					
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C	1.57	2021	23/02/2021	22/02/2026
<b>6.Date of Establishment of IQAC</b>			31/07/2017		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	Nil	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		
<b>9.No. of IQAC meetings held during the year</b>			6		

<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	No	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>	
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
1. Successfully completed the first cycle of NAAC accreditation. 2. Registration of Alumni Association. 3. Establishment of two smart classes. 4 Automation of library and subscription of INFLIBNET.		
<b>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</b>		
Plan of Action	Achievements/Outcomes	
1. To establish two smart class room 2. Extension of class rooms. 3. Construction of Girls common room. 4. Construction of boys and girls indoor game building. 5. Facility of Gym.	Completed	
Establishment of Computer lab, Opening of PG department in all subjects, Internal Assessment of Under graduate classes.	Under process	
<b>13. Whether the AQAR was placed before statutory body?</b>	No	
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>		

Name	Date of meeting(s)
Nil	Nil

**14. Whether institutional data submitted to AISHE**

Year	Date of Submission
2020-2021	09/02/2022

**Extended Profile****1. Programme**

1.1	18
-----	----

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

File Description	Documents
Data Template	<a href="#">View File</a>

**2. Student**

2.1	1304
-----	------

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.2	1127
-----	------

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

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	562
-----	-----

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

3.Academic	
3.1	22
Number of full time teachers during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
3.2	56
Number of sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
4.Institution	
4.1	15
Total number of Classrooms and Seminar halls	
4.2	2877500
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	20
Total number of computers on campus for academic purposes	

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

The curriculum is designed and developed by the statutory committee of the University. Precisely the task of curriculum designing is undertaken by the Academic Council of the university. The content of syllabi and the action plans are prepared by the experts from the Post-Graduate Departments and the college head of the concerned subjects. These syllabi are updated from time to time by the committee. Our college adheres to the curriculum prepared by the university and devises the ways for its implementation and delivery to students. Just before the commencement of the new session, an

action plan is prepared in all departments under the supervision of the heads of the departments. The heads of the departments distribute classes in their respective disciplines as per the specialization of the teachers as well as the number of faculty available in the same. All the departments prepare and display their own routine in consonance with the Master routine. For the effective implementation and development of the courses, a meeting of the heads of all the departments is conducted under the chairmanship of the Principal wherein the quality and progress of the courses are discussed.

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

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

The Examination Controller of the college coordinated all the internal examinations for post-graduation courses of the college before the commencement of the final semester exam. The internal examination of undergraduate courses is under process.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

**1.1.3 - Teachers of the Institution participate in B. Any 3 of the above 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**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 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

4

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 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)

0.0

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

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

0.0

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

The institution makes efforts to integrate such issues into the curriculum with the help of different cells functioning at the college like Anti Ragging Cell, Sexually harassment Cell, Career Counselling Cell, NSS, etc. The activities of these units & cells are aimed at bringing about an awareness among the students towards the issues such as Gender Equity, Climate Change, Environmental Education, Human Rights, ICT. Our learned faculty members are actively engaged by participating in seminar, workshop etc. They translate and acquaint the students with myriad views gathered through the seminars in the class-room. On the subjects of climate change, environmental education and human rights the students are sensitised through the departmental seminar and workshops and the various programmes conducted by the NSS unit of the college.

File Description	Documents
Any additional information	<a href="#">View File</a>
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

0.0

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

## 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**

E. None 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** E. Feedback not collected

**be classified as follows**

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**

1304

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**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**

1127

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

**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

Identification of weak students made on the basis of interactions during classes. The strategies adopted to level up the slow learners are as follows:

- Meeting and communicating to the weaker students their areas

of weakness and given more time in explaining the different concepts

- Organizing remedial classes
- Teachers available beyond class hours to counsel the weaker students
- A well stocked library with free internet access.

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

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

Number of Students	Number of Teachers
2212	22

File Description	Documents
Any additional information	<a href="#">View File</a>

## 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

Learning is made more student-centric through a combination of old and new methods of teaching. In order to motivate the students beyond the scope of theoretical knowledge various student-centric learning methods like group discussions, class seminar and discussions on important issues, participation of students in formal debate and speech, engaging students in extracurricular and social outreach activities through NSS programmes etc. have been adopted.

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

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

For effective teaching learning process teachers use ICT enabled tools such as laptops, I-pads, desktop, LCD projector for powerpoint presentation and smart classrooms. During this session 2020-2021, the college remains closed almost eight months due to the government guidelines for corona pandemic. During this period all the teachers take classes through Google meet, Zoom, Youtube and other students interacting platforms.

File Description	Documents
Upload any additional information	No File Uploaded
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

11

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
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

22

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
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

14

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)	<a href="#">View File</a>

### 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

263

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 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 Examination Controller of the college coordinated all the internal examinations for postgraduation courses of the college

before the commencement of the final semester exam. The internal examination of undergraduate courses is under process. The examination process included setting of question papers, evaluation of answer scripts within a stipulated period of time, submission of marks. The marks of the selection test were communicated to the students.

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

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

The mechanism to deal with internal examination related grievances is transparent, time bound and efficient. The Controller of Examinations looks after the grievances of the students like internal examination, filling up of forms, distribution of admit cards, notification related to various exams, distribution of marks sheet, display of tabulation register, and forwarding of application to University for any required rectification. Transparent, time-bound and efficient redressal of these grievances is ensured by the examination department.

File Description	Documents
Any additional information	No File Uploaded
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.

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

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.

The institution follows the syllabi laid down by the university for all its subjects. It ensures the completion of the mentioned syllabi through a teaching plan that is also provided to the students at the beginning of the academic session. The Principal in coordination with the Heads of the Department monitor the execution of the assigned syllabus and its timely completion.

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

482

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

[Nil](#)**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)**

0.0

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

**3.1.2 - Number of teachers recognized as research guides (latest completed academic year)****3.1.2.1 - Number of teachers recognized as research guides**

0.0

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

**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**

0.0



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

### 3.2 - Innovation Ecosystem

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

The college promotes research activities among students and teachers. Research and innovation are supposed to be the two main indices of the health of an educational institution, though there are certain limitations in the field of research at UG and PG levels. The college leaves no opportunities of promoting research at various levels. It is, therefore, that most of our teachers are either with Ph.D. or are in the process of getting awarded. Most of them have published papers in journals or contributed articles in edited books or seminar proceedings. Some of them are working days and nights to send proposals for research projects in their respective subjects. A rich library and internet/Wi-Fi facility in the college help in providing materials for research, even though we do not have any designated incubation centre in the college. The library of the college are used for acquainting the students with the mechanism of research. Our teachers are simultaneously engaged in the process of creation and dissemination of knowledge. The teachers and students are free to use the library and internet facility.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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

1

File Description	Documents
Report of the event	No File Uploaded
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	No File Uploaded

### 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

0.0

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)	No File Uploaded
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

11

File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	No File Uploaded

#### 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**

11

File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	No File Uploaded

**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

Due to COVID-19 and Lockdown, many times college locked, so many academic and non academic activities are closed.

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**

0.0

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

**3.4.3 - 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**

0.0

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**

0.0

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**

0.0

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

0.0

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

The institution has adequate facilities for teaching - learning viz., classrooms and tutorial rooms, laboratories, common rooms, toilets, seminar hall, library and computer facility. Besides these there is a Reading Room in the Library, separate Accounts Section, Principal's Chamber, Exam Control Room, Staff Room, Servants Quarters, Teachers' Flat, and Guest Room. It has a very big playground and a raised platform for cultural and yoga activities inside the college building. Moreover, the college has a well furnished Language Lab, modernized study room, and common rooms separately for boys and girls. The students are getting internet/Wi-Fi facility in the campus.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

The college has a separate sports council. It has a big playground for athletics, foot ball, cricket, volleyball, kabaddi and kho-kho. There is an open space for Yoga and physical exercises inside the campus of the college. Various facilities of outdoor and indoor games are available on the college campus. Moreover, there is an auditorium which has always been very handy in organizing programmes of different hue. Usually, the major events such as the Foundation Day celebration, visit of dignitaries, Dance and Musical programmes, Quiz, Debate etc... are held in the Auditorium. It is very spacious and has the capacity to accommodate at least one thousand students at a time.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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	<a href="#">View File</a>
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	No File Uploaded

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)**

2877500

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	No File Uploaded

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

The automation of library is underway. However, efforts are being made for ILMS. Our college library has a large number of books of various subjects. There is a good stock of encyclopaedia and other valuable books. In the absence of adequate number of the regular staff in the library, we face difficulties in managing the books. If the ILMS will be in place the management of library will become easy to handle. It will be also very easy to be used by the students of the college.

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** D. Any 1 of the above

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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)

15448

File Description	Documents
Any additional information	<a href="#">View File</a>
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)	No File Uploaded

#### 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

5

File Description	Documents
Any additional information	<a href="#">View File</a>
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

Institution frequently updates its IT facilities including Wi-Fi network has been installed here by the Govt. of Bihar. As per the needs and requirements of the students and the college administration these facilities are updated. Presently the number of computers is not adequate. However, efforts are on to get adequate



number of computers for the purpose of office automation and library automation and equipping all the classrooms with LCD facility. The college regularly updates these facilities.

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

#### 4.3.2 - Number of Computers

20

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 D. 10 - 5MBPS

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)

NA

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.

The college has a rich library, adequately equipped laboratory, play ground, class rooms, computers, common rooms, bicycle shed, auditorium, hostels, and a large number of furniture. There is a mechanism of their maintenance. Necessary maintenance, repairing, writing off of worn out, out of order and broken things and now infrastructure development as per need are taken up by him. Proposals are brought before different committees at the local level or before the development committee. Whatever proposals are passed in the Development Committee, they are sent to the Purchase Committee to ensure the procurement of the article required for the maintenance and strengthening the infrastructure of various indispensable components of the college such as Library, laboratory, auditorium, class rooms etc. Moreover, in order to build a students friendly milieu on the campus, utmost care is undertaken to provide requisite items of games and sports as well as materials needed to strengthen the infrastructure to develop co-curricular and extra curricular activities among students. Small scale maintenance is done at contingency basis.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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**

188

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
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)	No File Uploaded

**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 benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year**

0.0

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

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

A. All of the above

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

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

0.0

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

0.0

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

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

**C. Any 2 of the above**

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

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

NA

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)	No File Uploaded

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

#### 5.2.2.1 - Number of outgoing student progression to higher education

0.0

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**

0.0

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)	No File Uploaded

**5.3 - Student Participation and Activities**

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

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

0.0

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

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 college does not have an elected students' council as of now. Students' Union election was held way back in 2018. There have been no elections since then. However, very recently the process of this

election has been started and very soon the college is supposed to have an elected students' body. Nevertheless, the principal of the college engages some students in various academic activities of the college. Some students have been nominated on various committees of the college on the advice of the IQAC. On the advice of IQAC, a Students' Council has been formed to look after pressing concern of the students.

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

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

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

0.0

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)	No File Uploaded

## 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

Alumni are an integral part of our college family. They are our ambassadors to the society at large as they take fond memories of the college with them and help in building an image. They come forward to help and support the college at different times. Our college has records of them which help us to keep track of them. A number of them have achieved high places in different fields on life. Some of them visit our college on various functions and also

for getting admission of their children in the college

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**5.4.2 - Alumni contribution during the year (INR in Lakhs)**      **B. 4 Lakhs - 5Lakhs**

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## 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 has always followed the mission of imparting quality education to students of rural areas, mostly coming from an agricultural background at affordable expense, in a very congenial ambiance. It aims at providing education, and developing communication skills, critical thinking, social interaction, problem-solving capacity, ethical values, environmental consciousness, and leadership qualities to students. Education helps us negotiate with our life and respond properly to the challenges posed by it. So, our college is run with a vision and mission to produce well-equipped youths who can excel in all walks of life. Our vision is to grow as a center of excellence in a rural setting. We aspire to be able to develop this institution as a center where youths of modern liberal thinking with firm faith in democratic values and trust in the constitution and who are smart, forward-looking, and excellent in their area can be produced. Flexibility, rationality coupled with integrity, and diligence are our motto. The nature of governance of the college is inclusive, participative, and autonomous at an internal level. All the stakeholders are allowed to have their say and feedback and suggestions from all corners are accommodated in the framework of governance.



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

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

Though the principal is ultimately responsible for the overall administration of the college, the management system is decentralized. Accounts, routine, sports, examinations, cultural activities, NSS, library, etc. are headed by teachers who are in charge of these departments. They have their own advisory body to counsel them regarding various programs and decisions. They are provided with the required financial support. Every such department on the advice of its advisory council/board puts proposals for consideration before the principal who approves them based on their merit and overall contribution to the management of the college. For example, the NSS advisory board decides to hold a special camp, to carry out plantation, cleanliness, literacy, and prohibition drive. The volunteers categorically carry out all the proposed programs under the guidance of the NSS officer.

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

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The perspective and strategic plan of the college is short to be transferred to a newly constituted university (Munger University). Our plan is to get recognized as one of the best-governed colleges of the university by carrying forward our values, vision, and mission. We plan to make it a distinguished center for learning. Besides these some of the major development works likely to be taken up in the college are as follows: a proposal for Examination hall, Gym, Tutorial Hall, Smart Classes, has been sent to the State Government. The college is seriously contemplating Office Automation and e-Library. There will be thrust on carrying our research projects in times to come. Students will be inspired to take up

vocational courses. Fresh efforts will be made to restart the NCC unit.

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

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

The college has a well-planned structure of management. It has all the statutory committees that are mandatory for the college. There is a decentralized system of governance in which power is shared collectively. The organizational structure of the college is as follows: Principal, Bursar, Departmental Heads, Teachers' Association, Non-Teachers' Association, Development Committee, Academic Council, Staff Council, Purchase Committee, NSS Advisory Board, Sports Council, Examination Board, Internal Complain Committee, Anti Ragging Cell, Anti Sexual Harassment Cell, Grievance Redressal Cell. Besides these, there are some others committees and cells that look after various other aspects of the college.

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

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

**D. Any 1 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

The teachers and non-teaching employees of the college avail various facilities in the name of their welfare. All of them get a medical allowance with their salary. They also get a house allowance. They contribute to PF, group insurance, and welfare fund. They are allowed to take loan from their PF as per their need and available balance. The non-teachers of the 4th grade also get livery, shoes, an umbrella, and a torch on various occasions. Besides these, there is a teachers' union and a non-teacher's union to look into the matters of their welfare, salary, promotion, and other issues.

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

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

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

0.0

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

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

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

0.0

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

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

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

15

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	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	No File Uploaded

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

The college has a performance appraisal system. Every year annual report is subscribed to the government that provides details of certificates obtained, papers published, seminars conferences, workshops attended, etc. Besides this, a performance appraisal report is submitted to the university before the promotion of the employees. The principal has also the responsibility to send a confidential report regarding the performance and character of the employees concerned. Moreover, during the update of the service book of the employees, their carrier achievements are recorded.

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

## 6.4 - Financial Management and Resource Mobilization

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

At the end of every financial year, the cash book and other relevant registers in the accounts section are checked and audited at the internal level. The bursar of the college takes care of the income and expenditure. The cash register is compared with the bank statement and any anomaly is sorted out. Moreover, an audit is conducted by a private auditor also. The objections by the auditor have complied. The cashier of the college keeps a record of various incomes and sends the amount collected from different sources to the

bank. Overall there is a transparent mechanism of financial operations functional in the college even though there is a need for automation of the accounts section of the college. The proposal for office automation is likely to be sent to the university.

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)

0.0

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

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

The college generates resources at an internal level from the fees received from the students. Besides, the resources are made available from the end of the state government for repairing and renovation work in the college. For salary and other developments, the component fund is received from the government and the UGC. The college has an elaborate mechanism for the maintenance and utilization of the funds. The college has different accounts to keep the money received from different sources. We have a university account, Students Fund Account, Development Fund Account, Examination Fund Account, Salary Account/ GF Account, UGC Account, and Scholarship Account. All these accounts are maintained and updated annually. Contingent expenses are met by using petty cash. All development works are carried out as per accounts rules. On the utilization front, the bottlenecks are being cleared gradually.

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

## 6.5 - Internal Quality Assurance System

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

1. Successfully completed the first cycle of NAAC accreditation.
2. Registration of Alumni Association.
3. Establishment of two smart classes.
4. Automation of library and subscription of INFLIBNET
2. To establish two smart class room
2. Extension of class rooms.
3. Construction of Girls common room.
4. Construction of boys and girls indoor game building.
5. Facility of Gym.
3. Establishment of Computer lab, Opening of PG department in all subjects, Internal Assessment of Under graduate classes, these are under process ...

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

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

Since the setting up of the IQAC, the college has started the review the teaching-learning process in the college on a regular basis and give necessary suggestions to the Principal regarding the strategy of academic improvement. It helps fill AISHE data regularly that takes stock of the overall infrastructure, teaching-learning facilities, students' progression, etc. The IQAC suggested the Principal take all necessary measures to ensure the delivery of quality education to the students of our college. The teachers were asked to explain well the course outcomes and program outcomes to the students and readjust their teaching methods accordingly.

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

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

**D. Any 1 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
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

**Special facilities provided for women - Girls' Common Room**

In order to provide a safe and secure place for female students in a co-educational institution, the college has made provision for a Girls' Common Room. It is situated on the ground floor of the college and is equipped with a water purifier, attached washrooms and well maintained restrooms. This separate space meant exclusively for girls has been instrumental in encouraging interactions and ensuring recreation, rest and relaxation. Be it individual study or group discussions, the female students have this reliable cocoon for whiling away their leisure time on the college campus.



To address gender issues with utmost sensibility, the college administration has constituted an Anti-Sexual Harassment Cell and a Women's Cell in the college.

Girl students of the college like Khusbu Kumari and Navneet Kaur exemplify models of women empowerment as they represented Hockey Bihar by actively participating in the 10th Hockey India Senior National Championship 2020(Women) held at Kollam, Kerela from 23rd January to 01st February, 2020.

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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**Facilities in the Institution for the management of different types of degradable and non-degradable**

For waste management and waste recycling system the college has installed a considerable number of dustbins in all the pivotal areas of the campus.

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

**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** **D. Any 1 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
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:** **B. Any 3 of the above**

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
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** **E. None of the above**

**following 1.Green audit 2. Energy audit  
3.Environment audit 4.Clean and green  
campus recognitions/awards 5. Beyond the  
campus environmental promotional activities**

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

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

**D. Any 1 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
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 administrative and academic activities of the institution have**

been limited in respect of its initiatives to provide an inclusive environment because of the sudden outbreak of the Covid-19 pandemic in 2020 and the subsequent closing of all educational institutions. However, out of the few ones arranged by the institution mention may be made of the celebration of Guru Ravidas Jayanti on 27th February, 2021, to spread the message of love, devotion, harmony and spirituality.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

NSS and other activities significantly contribute to institutional, moral, social, values, rights, and duties for the development of personal and country.

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

**E. None 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

The various departments and committees/cells of the college regularly arrange seminars, debates and other literary and cultural programmes to commemorate the contribution and significance of different national and international heroes, days, events and festivals. The details of some of such activities are as follows:

a. Celebration of the Foundation Day of Koshi College, Khagaria and the Republic Day of India by the Literary and Cultural Committee

b. Seminars organized by the Department of Hindi:

- Role of the language of Hindi in the Independence Movement of India on 02.01.21
- The Relationship between Literature and Culture on 03.01.21
- Preservation of Environment on 05.01.21

c. Seminars arranged by the Department of History:

- B.R Ambedkar: Dalit Activist on 31.01.21
- Environment: Preservation and Challenges on 07.02.21

d. Seminars organized by the Department of Political Science:

- Relevance of Non Alignment Movement on 14.02.21

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

### a. Clean Campus, Green Campus Initiative

The Institution epitomizes the beauty and bounty of nature as its sprawling campus is adorned by lush greenery. In order to preserve it by keeping it clean, the N.S.S Unit of the college puts in utmost efforts to develop environmental consciousness. It organizes plantation and cleanliness drives at regular intervals. There are display boards banning smoking and the use of plastic to promote an environment friendly campus. Waste generated on a daily basis gets disposed manually by dumping in dustbins placed all over the college campus. Walking and cycling are mostly availed to reduce the harmful impact of vehicle emissions. Various seminars, essay writing competitions and debates on environment have been organized by the different departments and committees of the institution such as the following-

- Preservation of Environment (Seminar by the Department of Hindi on 05.01.21)
- Environment: Preservation and Challenges (Seminar by the Department of History on 07.02.21)
- Measures to Survive Natural Calamities like an Earthquake (Debate and Essay writing competition by the Literary and Cultural Committee on 21.01.21)

However, in spite of the institution's sincere efforts a few practical problems limit the scope of achieving flawless results in this regard. For instance, the absence of a considerable number of gardeners for ensuring proper maintenance and preservation is a major obstacle.

b. Due to the outbreak of Covid-19 pandemic in 2020 a considerable number of social awareness and community development programmes

could not be organized by the college administration unlike previous years.

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

Every educational institution develops its own unique field of excellence in due course of time. With a well-defined institutional vision, clearly stated priority and focused thrust on objectives the institution is able to gradually carve out a distinguished character of its own.

Since its inception Koshi College, Khagaria has been striving to become a centre of excellence battling many difficulties and shortcomings. Imparting quality education to one and all at an affordable cost has been its prime concern from the very beginning. It has attained recognition and success over the years as not only many students from a poor economic background and belonging to surrounding rural and semi-urban areas have taken admission here but have also made the Institution proud by achieving remarkable results. For instance, the Post Graduate Departments of Hindi and History have contributed to Institutional distinctiveness by bringing forth many First Class Results, some with Distinctions and even Gold Medals being awarded by the affiliating University. Besides, these departments regularly arrange academic activities like seminars and invited lectures to disseminate valuable knowledge, encourage interactive sessions and strengthen teacher-student relationship and bonding.

## 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

The curriculum is designed and developed by the statutory committee of the University. Precisely the task of curriculum designing is undertaken by the Academic Council of the university. The content of syllabi and the action plans are prepared by the experts from the Post-Graduate Departments and the college head of the concerned subjects. These syllabi are updated from time to time by the committee. Our college adheres to the curriculum prepared by the university and devises the ways for its implementation and delivery to students. Just before the commencement of the new session, an action plan is prepared in all departments under the supervision of the heads of the departments. The heads of the departments distribute classes in their respective disciplines as per the specialization of the teachers as well as the number of faculty available in the same. All the departments prepare and display their own routine in consonance with the Master routine. For the effective implementation and development of the courses, a meeting of the heads of all the departments is conducted under the chairmanship of the Principal wherein the quality and progress of the courses are discussed.

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

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

The Examination Controller of the college coordinated all the internal examinations for post-graduation courses of the college before the commencement of the final semester exam. The internal examination of undergraduate courses is under process.



File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
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**

**B. Any 3 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 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**

4

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**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)**

0.0

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

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

0.0

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

The institution makes efforts to integrate such issues into the curriculum with the help of different cells functioning at the college like Anti Ragging Cell, Sexually harassment Cell, Career Counselling Cell, NSS, etc. The activities of these units & cells are aimed at bringing about an awareness among the students towards the issues such as Gender Equity, Climate Change, Environmental Education, Human Rights, ICT. Our learned faculty members are actively engaged by participating in seminar, workshop etc. They translate and acquaint the students with myriad views gathered through the seminars in the class-room. On the subjects of climate change, environmental education and human rights the students are sensitised through the departmental seminar and workshops and the various programmes conducted by the NSS unit of the college.

File Description	Documents
Any additional information	<a href="#">View File</a>
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

0.0

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

## 1.4 - Feedback System

### 1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution

E. None of the above

<b>from the following stakeholders Students Teachers Employers Alumni</b>	
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
<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>E. Feedback not collected</b>
File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil
<b>TEACHING-LEARNING AND EVALUATION</b>	
<b>2.1 - Student Enrollment and Profile</b>	
<b>2.1.1 - Enrolment Number Number of students admitted during the year</b>	
<b>2.1.1.1 - Number of students admitted during the year</b>	
1304	
File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>
<b>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)</b>	
<b>2.1.2.1 - Number of actual students admitted from the reserved categories during the year</b>	
1127	

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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

Identification of weak students made on the basis of interactions during classes. The strategies adopted to level up the slow learners are as follows:

- Meeting and communicating to the weaker students their areas of weakness and given more time in explaining the different concepts
- Organizing remedial classes
- Teachers available beyond class hours to counsel the weaker students
- A well stocked library with free internet access.

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

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

Number of Students	Number of Teachers
2212	22

File Description	Documents
Any additional information	<a href="#">View File</a>

## 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

Learning is made more student-centric through a combination of old and new methods of teaching. In order to motivate the students beyond the scope of theoretical knowledge various student-centric learning methods like group discussions, class seminar and discussions on important issues, participation of students in formal debate and speech, engaging students in extracurricular and social outreach activities through NSS programmes etc. have been adopted.

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

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

For effective teaching learning process teachers use ICT enabled tools such as laptops, I-pads, desktop, LCD projector for powerpoint presentation and smart classrooms. During this session 2020-2021, the college remains closed almost eight months due to the government guidelines for corona pandemic. During this period all the teachers take classes through Google meet, Zoom, Youtube and other students interacting platforms.

File Description	Documents
Upload any additional information	No File Uploaded
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**

**11**

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
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

22

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
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

14

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)	<a href="#">View File</a>

### 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

263	
File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>
<b>2.5 - Evaluation Process and Reforms</b>	
2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.	
<p>The Examination Controller of the college coordinated all the internal examinations for postgraduation courses of the college before the commencement of the final semester exam. The internal examination of undergraduate courses is under process. The examination process included setting of question papers, evaluation of answer scripts within a stipulated period of time, submission of marks. The marks of the selection test were communicated to the students.</p>	
File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil
2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient	
<p>The mechanism to deal with internal examination related grievances is transparent, time bound and efficient. The Controller of Examinations looks after the grievances of the students like internal examination, filling up of forms, distribution of admit cards, notification related to various exams, distribution of marks sheet, display of tabulation register, and forwarding of application to University for any required rectification. Transparent, time- bound and efficient redressal of these grievances is ensured by the examination department.</p>	



File Description	Documents
Any additional information	No File Uploaded
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.

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

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.

The institution follows the syllabi laid down by the university for all its subjects. It ensures the completion of the mentioned syllabi through a teaching plan that is also provided to the students at the beginning of the academic session. The Principal in coordination with the Heads of the Department monitor the execution of the assigned syllabus and its timely completion.

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

<b>482</b>	
File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<b>No File Uploaded</b>
Paste link for the annual report	<b>Nil</b>
<b>2.7 - Student Satisfaction Survey</b>	
<b>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)</b>	
<a href="#">Nil</a>	
<b>RESEARCH, INNOVATIONS AND EXTENSION</b>	
<b>3.1 - Resource Mobilization for Research</b>	
<b>3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)</b>	
<b>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)</b>	
<b>0.0</b>	
File Description	Documents
Any additional information	<b>No File Uploaded</b>
e-copies of the grant award letters for sponsored research projects /endowments	<b>No File Uploaded</b>
List of endowments / projects with details of grants(Data Template)	<b>No File Uploaded</b>
<b>3.1.2 - Number of teachers recognized as research guides (latest completed academic year)</b>	
<b>3.1.2.1 - Number of teachers recognized as research guides</b>	
<b>0.0</b>	

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

### 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

0.0

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

### 3.2 - Innovation Ecosystem

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

The college promotes research activities among students and teachers. Research and innovation are supposed to be the two main indices of the health of an educational institution, though there are certain limitations in the field of research at UG and PG levels. The college leaves no opportunities of promoting research at various levels. It is, therefore, that most of our teachers are either with Ph.D. or are in the process of getting awarded. Most of them have published papers in journals or contributed articles in edited books or seminar proceedings. Some of them are working days and nights to send proposals for research projects in their respective subjects. A rich library and internet/Wi-Fi facility in the college help in providing materials for research, even though we do not have any designated incubation centre in the college. The library of the college are used for acquainting the students with the mechanism of research. Our teachers are simultaneously engaged in the process of creation and dissemination of knowledge. The teachers and students are free to

use the library and internet facility.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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

1

File Description	Documents
Report of the event	No File Uploaded
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	No File Uploaded

### 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

0.0

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)	No File Uploaded
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

<b>11</b>	
File Description	Documents
Any additional information	<a href="#">View File</a>
List of research papers by title, author, department, name and year of publication (Data Template)	<b>No File Uploaded</b>
<b>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</b>	
<b>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</b>	
<b>11</b>	
File Description	Documents
Any additional information	<a href="#">View File</a>
List books and chapters edited volumes/ books published (Data Template)	<b>No File Uploaded</b>
<b>3.4 - Extension Activities</b>	
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	
<b>Due to COVID-19 and Lockdown, many times college locked,so many academic and non academic activities are closed.</b>	
File Description	Documents
Paste link for additional information	<b>Nil</b>
Upload any additional information	<b>No File Uploaded</b>
<b>3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year</b>	
<b>3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year</b>	
<b>0.0</b>	

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**

0.0

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**

0.0

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

<b>3.5 - Collaboration</b>	
<b>3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year</b>	
<b>3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year</b>	
0.0	
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
<b>3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year</b>	
<b>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</b>	
0.0	
File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	No File Uploaded
<b>INFRASTRUCTURE AND LEARNING RESOURCES</b>	
<b>4.1 - Physical Facilities</b>	
4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.	
The institution has adequate facilities for teaching - learning viz., classrooms and tutorial rooms, laboratories, common rooms, toilets, seminar hall, library and computer facility. Besides	

these there is a Reading Room in the Library, separate Accounts Section, Principal's Chamber, Exam Control Room, Staff Room, Servants Quarters, Teachers' Flat, and Guest Room. It has a very big playground and a raised platform for cultural and yoga activities inside the college building. Moreover, the college has a well furnished Language Lab, modernized study room, and common rooms separately for boys and girls. The students are getting internet/Wi-Fi facility in the campus.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

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

The college has a separate sports council. It has a big playground for athletics, foot ball, cricket, volleyball, kabaddi and kho-kho. There is an open space for Yoga and physical exercises inside the campus of the college. Various facilities of outdoor and indoor games are available on the college campus. Moreover, there is an auditorium which has always been very handy in organizing programmes of different hue. Usually, the major events such as the Foundation Day celebration, visit of dignitaries, Dance and Musical programmes, Quiz, Debate etc... are held in the Auditorium. It is very spacious and has the capacity to accommodate at least one thousand students at a time.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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	<a href="#">View File</a>
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	No File Uploaded

#### 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)

2877500

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	No File Uploaded

#### 4.2 - Library as a Learning Resource

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

The automation of library is underway. However, efforts are being made for ILMS. Our college library has a large number of books of various subjects. There is a good stock of encyclopaedia and other valuable books. In the absence of adequate number of the regular staff in the library, we face difficulties in managing the books. If the ILMS will be in place the management of library will become easy to handle. It will be also very easy to be used by the students of the college.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil
<b>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</b>	<b>D. Any 1 of the above</b>
File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded
<b>4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)</b>	
<b>4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)</b>	
15448	
File Description	Documents
Any additional information	<a href="#">View File</a>
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)	No File Uploaded
<b>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)</b>	
<b>4.2.4.1 - Number of teachers and students using library per day over last one year</b>	
5	

File Description	Documents
Any additional information	<a href="#">View File</a>
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

Institution frequently updates its IT facilities including Wi-Fi network has been installed here by the Govt. of Bihar. As per the needs and requirements of the students and the college administration these facilities are updated. Presently the number of computers is not adequate. However, efforts are on to get adequate number of computers for the purpose of office automation and library automation and equipping all the classrooms with LCD facility. The college regularly updates these facilities.

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

#### 4.3.2 - Number of Computers

20

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

D. 10 - 5MBPS

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)**

NA

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.

The college has a rich library, adequately equipped laboratory, play ground, class rooms, computers, common rooms, bicycle shed, auditorium, hostels, and a large number of furniture. There is a mechanism of their maintenance. Necessary maintenance, repairing, writing off of worn out, out of order and broken things and now infrastructure development as per need are taken up by him. Proposals are brought before different committees at the local level or before the development committee. Whatever proposals are passed in the Development Committee, they are sent to the Purchase Committee to ensure the procurement of the article required for the maintenance and strenghtening the infrastructure of various indispensable components of the college such as Library, laboratory, auditorium, class rooms etc. Moreover, in order to build a students friendly milieu on the campus, utmost care is undertaken to provide requisite items of games and sporsts as well as materials needed to strengthen the infartructure to develop co-curricular and extra curricular activities among students. Small scale maintenance is done at contingency basis.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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

188

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
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)	No File Uploaded

#### 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

0.0

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

<b>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</b>	<b>A. All of the above</b>
<b>File Description</b>	<b>Documents</b>
Link to Institutional website	<b>Nil</b>
Any additional information	<b>No File Uploaded</b>
Details of capability building and skills enhancement initiatives (Data Template)	<b>No File Uploaded</b>
<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
<b>0.0</b>	
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
<b>0.0</b>	
<b>File Description</b>	<b>Documents</b>
Any additional information	<b>No File Uploaded</b>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<b>No File Uploaded</b>
<b>5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees</b>	<b>C. Any 2 of the above</b>

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

NA

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)	No File Uploaded

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

#### 5.2.2.1 - Number of outgoing student progression to higher education

0.0

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**

0.0

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)	No File Uploaded

**5.3 - Student Participation and Activities**

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

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

0.0

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

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 college does not have an elected students' council as of now. Students' Union election was held way back in 2018. There have been no elections since then. However, very recently the process



of this election has been started and very soon the college is supposed to have an elected students' body. Nevertheless, the principal of the college engages some students in various academic activities of the college. Some students have been nominated on various committees of the college on the advice of the IQAC. On the advice of IQAC, a Students' Council has been formed to look after pressing concern of the students.

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

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

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

0.0

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)	No File Uploaded

### 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

Alumni are an integral part of our college family. They are our ambassadors to the society at large as they take fond memories of the college with them and help in building an image. They come forward to help and support the college at different times. Our college has records of them which help us to keep track of them. A number of them have achieved high places in different fields on life. Some of them visit our college on various functions and

also for getting admission of their children in the college

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**5.4.2 - Alumni contribution during the year (INR in Lakhs)**

B. 4 Lakhs - 5Lakhs

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## 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 has always followed the mission of imparting quality education to students of rural areas, mostly coming from an agricultural background at affordable expense, in a very congenial ambiance. It aims at providing education, and developing communication skills, critical thinking, social interaction, problem-solving capacity, ethical values, environmental consciousness, and leadership qualities to students. Education helps us negotiate with our life and respond properly to the challenges posed by it. So, our college is run with a vision and mission to produce well-equipped youths who can excel in all walks of life. Our vision is to grow as a center of excellence in a rural setting. We aspire to be able to develop this institution as a center where youths of modern liberal thinking with firm faith in democratic values and trust in the constitution and who are smart, forward-looking, and excellent in their area can be produced. Flexibility, rationality coupled with integrity, and diligence are our motto. The nature of governance of the college is inclusive, participative, and autonomous at an internal level. All the stakeholders are allowed to have their say and feedback and suggestions from all corners are accommodated in the framework of governance.

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

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

Though the principal is ultimately responsible for the overall administration of the college, the management system is decentralized. Accounts, routine, sports, examinations, cultural activities, NSS, library, etc. are headed by teachers who are in charge of these departments. They have their own advisory body to counsel them regarding various programs and decisions. They are provided with the required financial support. Every such department on the advice of its advisory council/board puts proposals for consideration before the principal who approves them based on their merit and overall contribution to the management of the college. For example, the NSS advisory board decides to hold a special camp, to carry out plantation, cleanliness, literacy, and prohibition drive. The volunteers categorically carry out all the proposed programs under the guidance of the NSS officer.

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

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The perspective and strategic plan of the college is short to be transferred to a newly constituted university (Munger University). Our plan is to get recognized as one of the best-governed colleges of the university by carrying forward our values, vision, and mission. We plan to make it a distinguished center for learning. Besides these some of the major development works likely to be taken up in the college are as follows: a proposal for Examination hall, Gym, Tutorial Hall, Smart Classes, has been sent to the State Government. The college is seriously contemplating Office Automation and e-Library. There will be

thrust on carrying our research projects in times to come. Students will be inspired to take up vocational courses. Fresh efforts will be made to restart the NCC unit.

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

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

The college has a well-planned structure of management. It has all the statutory committees that are mandatory for the college. There is a decentralized system of governance in which power is shared collectively. The organizational structure of the college is as follows: Principal, Bursar, Departmental Heads, Teachers' Association, Non-Teachers' Association, Development Committee, Academic Council, Staff Council, Purchase Committee, NSS Advisory Board, Sports Council, Examination Board, Internal Complain Committee, Anti Ragging Cell, Anti Sexual Harassment Cell, Grievance Redressal Cell. Besides these, there are some others committees and cells that look after various other aspects of the college.

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

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

D. Any 1 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

The teachers and non-teaching employees of the college avail various facilities in the name of their welfare. All of them get a medical allowance with their salary. They also get a house allowance. They contribute to PF, group insurance, and welfare fund. They are allowed to take loan from their PF as per their need and available balance. The non-teachers of the 4th grade also get livery, shoes, an umbrella, and a torch on various occasions. Besides these, there is a teachers' union and a non-teacher's union to look into the matters of their welfare, salary, promotion, and other issues.

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

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

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

0.0

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

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

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

0.0

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

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

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

15

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	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	No File Uploaded

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

The college has a performance appraisal system. Every year annual report is subscribed to the government that provides details of certificates obtained, papers published, seminars conferences, workshops attended, etc. Besides this, a performance appraisal report is submitted to the university before the promotion of the employees. The principal has also the responsibility to send a confidential report regarding the performance and character of the employees concerned. Moreover, during the update of the service book of the employees, their carrier achievements are recorded.

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

#### 6.4 - Financial Management and Resource Mobilization

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

At the end of every financial year, the cash book and other relevant registers in the accounts section are checked and audited at the internal level. The bursar of the college takes care of the income and expenditure. The cash register is compared with the bank statement and any anomaly is sorted out. Moreover, an audit is conducted by a private auditor also. The objections

by the auditor have complied. The cashier of the college keeps a record of various incomes and sends the amount collected from different sources to the bank. Overall there is a transparent mechanism of financial operations functional in the college even though there is a need for automation of the accounts section of the college. The proposal for office automation is likely to be sent to the university.

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)

0.0

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

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

The college generates resources at an internal level from the fees received from the students. Besides, the resources are made available from the end of the state government for repairing and renovation work in the college. For salary and other developments, the component fund is received from the government and the UGC. The college has an elaborate mechanism for the maintenance and utilization of the funds. The college has different accounts to keep the money received from different sources. We have a university account, Students Fund Account, Development Fund Account, Examination Fund Account, Salary Account/ GF Account, UGC Account, and Scholarship Account. All these accounts are maintained and updated annually. Contingent



expenses are met by using petty cash. All development works are carried out as per accounts rules. On the utilization front, the bottlenecks are being cleared gradually.

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

## 6.5 - Internal Quality Assurance System

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

1. Successfully completed the first cycle of NAAC accreditation. 2. Registration of Alumni Association. 3. Establishment of two smart classes. 4 Automation of library and subscription of INFLIBNET
2. To establish two smart class room 2. Extension of class rooms. 3.Construction of Girls common room. 4. Construction of boys and girls indoor game building. 5. Facility of Gym.
3. Establishment of Computer lab, Opening of PG department in all subjects, Internal Assessment of Under graduate classes, these are under process ...

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

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

Since the setting up of the IQAC, the college has started the review the teaching-learning process in the college on a regular basis and give necessary suggestions to the Principal regarding the strategy of academic improvement. It helps fill AISHE data regularly that takes stock of the overall infrastructure, teaching-learning facilities, students' progression, etc. The IQAC suggested the Principal take all necessary measures to ensure the delivery of quality education to the students of our college. The teachers were asked to explain well the course

outcomes and program outcomes to the students and readjust their teaching methods accordingly.

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

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

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
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

**Special facilities provided for women - Girls' Common Room**

In order to provide a safe and secure place for female students in a co-educational institution, the college has made provision for a Girls' Common Room. It is situated on the ground floor of the college and is equipped with a water purifier, attached washrooms and well maintained restrooms. This separate space

meant exclusively for girls has been instrumental in encouraging interactions and ensuring recreation, rest and relaxation. Be it individual study or group discussions, the female students have this reliable cocoon for whiling away their leisure time on the college campus.

To address gender issues with utmost sensibility, the college administration has constituted an Anti-Sexual Harassment Cell and a Women's Cell in the college.

Girl students of the college like Khusbu Kumari and Navneet Kaur exemplify models of women empowerment as they represented Hockey Bihar by actively participating in the 10th Hockey India Senior National Championship 2020(Women) held at Kollam, Kerela from 23rd January to 01st February, 2020.

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	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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

**Facilities in the Institution for the management of different types of degradable and non-degrada**

Forwaste management and waste recycling system the college has installed a considerable number of dustbins in all the pivotal areas of the campus.

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

**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**

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
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	<a href="#">View File</a>
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 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**

**D. Any 1 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
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 administrative and academic activities of the institution have been limited in respect of its initiatives to provide an inclusive environment because of the sudden outbreak of the Covid-19 pandemic in 2020 and the subsequent closing of all educational institutions. However, out of the few ones arranged by the institution mention may be made of the celebration of Guru Ravidas Jayanti on 27th February, 2021, to spread the message of love, devotion, harmony and spirituality.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

NSS and other activities significantly contribute to institutional, moral, social, values, rights, and duties for the development of personal and country.

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**

**E. None of the above**

**and other staff 4. Annual awareness programmes on Code of Conduct are organized**

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

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

The various departments and committees/cells of the college regularly arrange seminars, debates and other literary and cultural programmes to commemorate the contribution and significance of different national and international heroes, days, events and festivals. The details of some of such activities are as follows:

a. Celebration of the Foundation Day of Koshi College, Khagaria and the Republic Day of India by the Literary and Cultural Committee

b. Seminars organized by the Department of Hindi:

- Role of the language of Hindi in the Independence Movement of India on 02.01.21
- The Relationship between Literature and Culture on 03.01.21
- Preservation of Environment on 05.01.21

c. Seminars arranged by the Department of History:

- B.R Ambedkar: Dalit Activist on 31.01.21
- Environment: Preservation and Challenges on 07.02.21

d. Seminars organized by the Department of Political Science:

- Relevance of Non Alignment Movement on 14.02.21

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

### a. Clean Campus, Green Campus Initiative

The Institution epitomizes the beauty and bounty of nature as its sprawling campus is adorned by lush greenery. In order to preserve it by keeping it clean, the N.S.S Unit of the college puts in utmost efforts to develop environmental consciousness. It organizes plantation and cleanliness drives at regular intervals. There are display boards banning smoking and the use of plastic to promote an environment friendly campus. Waste generated on a daily basis gets disposed manually by dumping in dustbins placed all over the college campus. Walking and cycling are mostly availed to reduce the harmful impact of vehicle emissions. Various seminars, essay writing competitions and debates on environment have been organized by the different departments and committees of the institution such as the following-

- Preservation of Environment (Seminar by the Department of Hindi on 05.01.21)
- Environment: Preservation and Challenges (Seminar by the Department of History on 07.02.21)
- Measures to Survive Natural Calamities like an Earthquake (Debate and Essay writing competition by the Literary and Cultural Committee on 21.01.21)

However, in spite of the institution's sincere efforts a few practical problems limit the scope of achieving flawless results in this regard. For instance, the absence of a considerable number of gardeners for ensuring proper maintenance and preservation is a major obstacle.

b. Due to the outbreak of Covid-19 pandemic in 2020 a



considerable number of social awareness and community development programmes could not be organized by the college administration unlike previous years.

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

Every educational institution develops its own unique field of excellence in due course of time. With a well-defined institutional vision, clearly stated priority and focused thrust on objectives the institution is able to gradually carve out a distinguished character of its own.

Since its inception Koshi College, Khagaria has been striving to become a centre of excellence battling many difficulties and shortcomings. Imparting quality education to one and all at an affordable cost has been its prime concern from the very beginning. It has attained recognition and success over the years as not only many students from a poor economic background and belonging to surrounding rural and semi-urban areas have taken admission here but have also made the Institution proud by achieving remarkable results. For instance, the Post Graduate Departments of Hindi and History have contributed to Institutional distinctiveness by bringing forth many First Class Results, some with Distinctions and even Gold Medals being awarded by the affiliating University. Besides, these departments regularly arrange academic activities like seminars and invited lectures to disseminate valuable knowledge, encourage interactive sessions and strengthen teacher-student relationship and bonding.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	<a href="#">View File</a>

7.3.2 - Plan of action for the next academic year

Plan of action for the next academic year -

- Commencement of internal evaluation in undergraduate courses is under process.
- Development of water conservation facilities such as rain water harvesting in the institution
- Organizing of environmental promotional activities beyond the campus
- Development of more special facilities to ensure a disabled-friendly, barrier free environment
- Systematic arrangement of annual gender sensitization programmes

NAAC