YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution   KOSHI COLLEGE, KHAGARIA

- Name of the Head of the institution   DR. TAUSEEF MOHSIN

- Designation   PROFESSOR-IN-CHARGE

- Does the institution function from its own campus?   Yes

- Phone no./Alternate phone no.

- Mobile no   9430003079

- Registered e-mail   khagariakoshicollege@gmail.com

- Alternate e-mail   naackoshicollege@gmail.com

- Address   Koshi College, PO- Koshi College

- City/Town   Khagaria

- State/UT   Bihar

- Pin Code   851205

2.Institutional status

- Affiliated /Constituent   CONSTITUENT

- Type of Institution   Co-education

- Location   Semi-Urban

- Financial Status   UGC 2f and 12(B)

- Name of the Affiliating University   **MUNGER UNIVERSITY, MUNGER**

- Name of the IQAC Coordinator   **KUNDAL KUMAR**

- Phone No.

- Alternate phone No.

- Mobile   **8743881207**

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

- Alternate Email address   **kundal0007@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)   http://koshicollege.ac.in/aqar.php

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

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

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**C**	**1.57**	**2021**	**23/02/2021**	**22/02/2026**

6.Date of Establishment of IQAC   **31/07/2017**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	**Nil**	**Nil**	**Nil**	**Nil**

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

- Upload latest notification of formation of IQAC   View File

9.No. of IQAC meetings held during the year   **4**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?　**No**

- If No, please upload the minutes of the meeting(s) and Action Taken Report　[View File](#)

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

- If yes, mention the amount

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

1. Submission of AQAR for the academic year 2020-2021

2. Conducted one day seminar on NEP on date 27.03.2022 jointly organised by Department of Hindi and Department of Political Science

3. Automation of library services with Barcoding, Internet connectivity, INFLIBNET.

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

Plan of Action	Achievements/Outcomes
Measures to improve the process of learning and teaching	IQAC directs the faculty members for completion of course on time and clear all the doubts of the students during the classes. They are motivated to use the ICT tools and incorporate the new developments in the field of education in their day to-day teaching.
Strengthen IT infrastructure	Upgradation and Automation of Central library services with Barcoding, Internet, INFLIBNET connectivity and Digital Information Display System has been completed
Conducting one day seminar on NEP	Department of Hindi and Political Science jointly organized seminar on Education and Social Reforms.
Renovation of Auditorium	Proposals has been sent to the university for renovation of auditorium.

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

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Part A	
Data of the Institution	
1.Name of the Institution	**KOSHI COLLEGE, KHAGARIA**
• Name of the Head of the institution	**DR. TAUSEEF MOHSIN**
• Designation	**PROFESSOR-IN-CHARGE**
• Does the institution function from its own campus?	**Yes**
• Phone no./Alternate phone no.	
• Mobile no	**9430003079**
• Registered e-mail	**khagariakoshicollege@gmail.com**
• Alternate e-mail	**naackoshicollege@gmail.com**
• Address	**Koshi College, PO- Koshi College**
• City/Town	**Khagaria**
• State/UT	**Bihar**
• Pin Code	**851205**
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• Type of Institution	**Co-education**
• Location	**Semi-Urban**
• Financial Status	**UGC 2f and 12(B)**
• Name of the Affiliating University	**MUNGER UNIVERSITY, MUNGER**
• Name of the IQAC Coordinator	**KUNDAL KUMAR**
• Phone No.	

• Alternate phone No.		
• Mobile		**8743881207**
• IQAC e-mail address		**naackoshicollege@gmail.com**
• Alternate Email address		**kundal0007@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)		http://koshicollege.ac.in/aqar.php
4.Whether Academic Calendar prepared during the year?		**No**
• if yes, whether it is uploaded in the Institutional website Web link:		

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**C**	**1.57**	**2021**	**23/02/2021**	**22/02/2026**

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Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	**Nil**	**Nil**	**Nil**	**Nil**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**	
• Upload latest notification of formation of IQAC	View File	
9.No. of IQAC meetings held during the year	**4**	
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• If No, please upload the minutes of the meeting(s) and Action Taken Report	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

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

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-2022	04/01/2023

15.Multidisciplinary / interdisciplinary

16.Academic bank of credits (ABC):

17.Skill development:

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

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

20.Distance education/online education:

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**18**

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

2.Student

2.1 Number of students during the year	**2718**

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

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**781**

File Description	Documents
Data Template	View File

2.3	**194**
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	**20**
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	**56**
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1	**15**
Total number of Classrooms and Seminar halls	

4.2	**11.64**
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

Munger University publishes its academic calendar every year and college strictly adheres to it. This allows both teachers and students to space out their teaching and learning. The new session of undergraduate and postgraduteprogram in the college commences in the month of July every year.KoshiCollege has academic flexibilities in all programs. Academic Calendar and teaching modules are framed by the university and executed by the college to ensure that classroom lectures are of high quality and meet the time schedule.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	https://mungeruniversity.ac.in/page/Academiccalendar

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

Postgraduate examination, students are explained and made aware about academic calendar and evaluation process of continuous Internal Assessment (CIA-PG Exams comes under this) during their orientation session at the beginning of each semester. The entire details are also displayed on the departmental notice board. The assessment tools viz. class tests, assignments, presentations are well explained and demonstrated to them during Induction -cum-Orientation Programme and practice at regular interval to passionate them for outstanding performance. CIA comprises of 30 marks in all PG Programmes. It included written test (15 Marks), assignment (05 marks)and seminar/quiz(05Marks), attendance (05 Marks). Internal tests are held twice in a semester in the format

of University examinations.

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

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

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View File](#)
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

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

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

4

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

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

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

00

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

00

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

Koshi College integrates Cross-cutting issues of the society like Human Values, Professional Ethics, Gender Equality, Environmental Awareness as inseparable part of curriculum. Human Values, Professional Ethics and Gender Sensitization paper is introduced in MA programmes as AECC course. We have another AECC course named Environmental Sustainability and Swachcha Bharat Abhiyan Activities, to enable students learn about sustainable environment and cleanliness in society.Ethics is a course which is being offered in the programme of BA Philosophy. Human Rights, Solid Waste Management,Environmental Sciencecourses are also run in some programmes. College celebratesNational and International events ofimportance as Republic day, National Science Day,Independence Day, Women's day, Teacher`s day, Human Right Day, International Yoga Day, Environment day, Earth dayand Ozone day. etc. These celebrations nurture the moral, ethical and social values in the students.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

4

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
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	View File

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

341

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution E. None of the above

from the following stakeholders Students
Teachers Employers Alumni

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

1.4.2 - Feedback process of the Institution may be classified as follows   **E. Feedback not collected**

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

923

File Description	Documents
Any additional information	[View File]()
Institutional data in prescribed format	[View File]()

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

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

781

File Description	Documents
Any additional information	[View File]()
Number of seats filled against seats reserved (Data Template)	[View File]()

2.2 - Catering to Student Diversity

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

On the basis of class interaction and test slow learners identifies then easy and convenient strategies adopted to convert them to advance learner.

- **First of all clear the basic concept of the subject through individual classes.**
- **Make them confident through inspirational speeches**
- **Try to explain the things through story telling and examples**
- **Different types of charts available to show them**
- **Video lectures also available in the smart classes**
- **Catalogued Library with internet access is available**

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
2718	**20**

File Description	Documents
Any additional information	[View File]()

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

All the teachers follow student centered approach while imparting content in the classroom where they act as facilitator and guidesand encourage students to contribute to the body of

knowledgethrough various regular participative activities viz., group discussions, field visits, seminars, extension lectures etc.which are organized in the college. The students actively participate in these activities within and outside the college. Students are givenclass assignments for focusing on self study and to encourage their independent learning. Different student support systems are available in the college like Library, Reading Room, ICT based classrooms (Smart Classrooms).Beyond the classroom, college gives high importance to all-round development of students through extra-curricular, cocurricular and field based activities. To increase the concentration in various activities, the college has framed many committees including the Cultural Committee, Sports Committee, Career counselling celletc.Both intra and inter-college sports competitions are organized, where students exhibit talent in variety of games.In order to inculcate human values, ethics and social responsibility, students are encouraged to participate in activities.The sole object of education is to enable students to prepare themselves to face the challenges of global scenario.

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

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

The era of 21st century is described as 'Era of e-learning'.The academic year 2021-2022was partially affected by Covid-19 pandemic and therefore it was not only the choice but also the compulsion of the teachers to learn, adopt and practice the ICT enabled tools. Faclty members of the college use ICT technology to improve the teaching and learning process. Different softwares available online is integrated with teacher's explanation and students are encouraged to learn and practice through interactive activities. LCD projectors,computer/laptops/tablet systems are used in the classrooms. You- Tube, E- mails, Whatts App group, Telegram, Zoom and Google classrooms etc. are used as platforms to teach, communicate, provide material and syllabus, address queries, mentor and share information. Wifi facility is also available in the campus for the students and staff.

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

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

2.3.3.1 - Number of mentors

11

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	*View File*
Circulars pertaining to assigning mentors to mentees	*View File*
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

20

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

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

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

12

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

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

2.4.3.1 - Total experience of full-time teachers

223

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

2.5 - Evaluation Process and Reforms

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

Assesement of performance is an integral part of teaching and learning process. The academic performance of student is continuously monitored by the continuous performance assessment in theory and practical test. Assignments are given to the students to assess their level of understanding. Class test and Terminal examinations are also conducted properly. Date sheets and notifications of Internal assessment is circulated in departments and also displayed on notice boards of the college.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	[View File](#)
Link for additional information	**Nil**

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

There is a well established mechanism for redressal of grievances related to evaluation process. In case of dissatisfaction with the marks obtained ,a student can apply for the redressal. The university has provision for retotalling, for this the relevant documents alongwith application is submitted by the student to the Controller of Examination through proper channel for speedy redressal of the issue. The university looks into the grievance and after retotalling takes a final decision. If there are discrepencies in the marksheet regarding marks or any personal details, the student has to again submits an application with relevant document which is forwarded by the college. The Controller of Examination after scrutinizing the marksheet make necessary correction. The close and continuous communication is maintained by the Controller of Examinations with the university authorities for speedy disposal of queries, explanations and doubts if any. In case of internal assessment ,redressal of student grievance is executed by the concerned department with the help of subject teacher and Head of the 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.

The Institute has well defined learning outcomes. The vision and mission of the institution emphasizes on promoting value education through motivated trained faculty that helps the students to accept the challenges of globalization. The College has a proper mechanism of communication of the learning outcomes of the Programs and Courses. Teachers verbally address the course outcomes to the students during classroom teaching. It enables students to acknowledge the academic value of the education.

Therefore it becomes moral responsibility of faculty members to understand and communicate the programme outcome, programme specific outcomes and course outcomes to the students. Hard Copy of syllabi and course/programme are available in the respective departments for ready reference to the teachers and students. Outcomes of Programs and Courses of CBCS are also uploaded on the University website.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://mungeruniversity.ac.in/page/Result
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.

It is very important for the students to understand the basic objectives of the academic value addition they receive in the college. Therefore, it becomes the moral responsibility of faculty members to understand and address this important information through course outcome, program outcome and program specific outcome to the students.

*Course Outcome: Course outcome for undergraduate program and postgraduate program is designed on two different levels:

*Undergraduate programs- The process of course outcome assessment is based on final examination carried out in all the programs keeping the course outcome in mind.

*Postgraduate Programs -There is a provision of internal examination under CBCS pattern. Additionally, assignments are given and presentations are also conducted. for attainment of Program Outcomes and Program Specific Outcomes.

*Teachers verbally communicate these outcomes to the students in the classroom during lectures. Importance of learning outcomes is also communicated to teachers in IQAC meetings and various committee meetings. Students learn to become a good citizen by inculcating the discipline moral and ethics in their lifestyle. They can become a resource and receive employability. They become versatile by achieving the outcomes of their specific course.

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

173

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<u>View File</u>
Upload any additional information	<u>View File</u>
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

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

<u>Nil</u>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

00

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

01

File Description	Documents
Any additional information	[View File](#)
Institutional data in prescribed format	[View File](#)

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

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

00

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 certain innovative activities and try to create certain activities among students which can be transferred

towards local areas of the town. Creating an innovative ecosystem and imparting transfer of knowledge in colleges which are situated in semi urban localities surrounded with pure local village with moderate to low exposure about present day discoveries, invention and thoughts have certain limitations. On other hand this situation provides immense opportunity for the colleges and research institutions to bring these localities in present era. The college promotes students under guidance of teacher to work on the life of local personalities who impart great influence in these societies like, freedom fighters, some economist etc. Teachers involved in the PG studies promote the students to spread awareness in field of environment around localities in the form of community services to impart transfer of knowledge towards grass root populations. These activities are well documented and prepare in form of community service report. A rich library and internet/Wi-Fi facility in the college help in creating opportunity for research among teachers and students. N-LIST subscription of INFLIBNET is also available to augment the information of present era throughout the world. Overall, efforts are summarised in following sub heads;

- Documentation of contribution of lesser known personalities (freedom fighters)
- Activities for environmental environment
- N-LIST support system

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

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

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

00

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

01

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	[View File](#)
Any additional information	[View File](#)

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

04

File Description	Documents
Any additional information	[View File](#)
List of research papers by title, author, department, name and year of publication (Data Template)	[View File](#)

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

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

02

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

Development of any children is not merely education but depend on the fact that to what extent the young ones involved in extra-curricular activities. The persuasion of these activities brings the new approach toward their understanding and develops their logic power in course of time. The sensitising program towards the social, environmental and scientific activities will certainly quench the thirst of understanding and reasoning power of students which improves their holistic development. Teachers of Koshi College are lucky enough to be called upon for these sensitisation activities for the students, teachers and expert as per need which certainly help in overall understanding and knowledge base of students in the neighbourhood directly or passively. To summarise the activity, various teachers are involved in following training or sensitisation programs;

- **Catch the rain Program (water conservation) jointly organised by Jal Shakti Ministry, Govt. of India and Nehru Yuva Kendra, Khagaria**
- **Training program for Spear Head Team of Namami Gange Project organised by Nehru Yuva Kendra, Khagaria**
- **Orientation workshop for 30th Children Science Congress (program of DST, Govt. of India) jointly organised by NCSC, Khagaria and BEP, Khagaria**

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

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

04

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
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

09

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

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

198

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

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

00

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

00

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	<u>View File</u>

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 the necessary teaching and learning facilitiesincluding classrooms and tutorial rooms, labs, common room, restrooms, seminar rooms, libraries and computer facilities. There is also a Reading Room in the library, a separate Accounts Section, the Principal's Chamber, the Exam Control Room, the Servants Quarters, the Teachers' Flat, and the Guest Room. It includes a spacious playground and an elevated stage for cultural and yoga events inside the college campus. The institution also offers a well-equipped language lab, a modernized study placeand separate common rooms for boys and girls. Wi-Fi and internet access are also available to students incampus.

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

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

The college includes a large playground for outdoor sports including kho-kho, kabaddi, cricket, football, and volleyball. Within the campus, there is a public area for yoga and physical activity. The college also offers its students access to a gymnasium. A separate hall is also available for indoor games. There is an auditorium that has always been quite helpful in planning events of all colours. The Auditorium often hosts big events like the Foundation Day celebration, dignitary visits, dance and musical performances, quizzes, debates, etc.

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

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart

class, LMS, etc.

3

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

11.64

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

4.2 - Library as a Learning Resource

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

The efforts has beenmade for ILMS(Integrated Management Library System). 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.

The University is also going to implement e-library facility in

the college from this session.

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

4.2.2 - The institution has subscription for the `D. Any 1 of the above` **following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

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

00

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

10

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

The Wi-Fi network has been installed in the college campusby the Govt. of Bihar.

Three well equipped smart classrooms are currently functional.

The campus is well equiped with the CCTV cameras to provide better securityfor the students an the campus.

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)

11.64

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.

There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. 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 the different committiees of the college. Proposals are broughtbefore 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 friendlycampus, 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	**No File Uploaded**
Paste link for additional information	**Nil**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

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

00

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

120

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

120

File Description	Documents
Any additional information	[View File](#)
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	[View File](#)

5.1.5 - The Institution has a transparent mechanism for timely redressal of student

A. All of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

00

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

00

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

00

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.

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

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

The 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. 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..

The College organisesAnnual NSS camp wherestudents are involved in cleaning of village with the active involvement of community members. Further the NSS wing also organizes awareness programmes and capacity building activities.

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

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

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

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

The College has a functional Alumnae Association. It meets periodically to discuss the ways and means to improve the academic environment of the College, as well as to exchange views on the employment opportunities and scope for higher education. Alumnae of the College contributed both financially and non financially over the years in growth and development of the College.

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

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

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

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The institution has consistently upheld the aim of providing

quality educationto students from rural areas, who are mostly from agricultural backgrounds, at cheap costs, in a very friendlyenvironment.In addition to offering education, it strives to help students improve their leadership abilities, ethical values, social interaction skills, critical thinking abilitiesand communication skills.Education enables us to navigate our lives and respond appropriately to the problems they provide. As a result, our institution is conducted with the goal and objective of producing well-equipped young people who can achieve in all aspects of life.

Our goal is to establish ourselves as a rural centre of excellence. We hope to be able to grow our institution into a centre for producing young people of modern liberal thinking who believe in democratic ideals and the constitution and are knowledgeable, forward-thinking, and good in their field.

Our motto is flexibility, logic combined with honestyand diligence. On an internal level, the college's governance is inclusive, democratic and independent. All stakeholders are given the opportunity to speak up and criticism and proposals from all directions are included into the governance structure.

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.

The College has a decentralized system of Administration which is both transparent and productive. The institutional administration is participatory in nature and decentralized in its working. In order to fulfill the vision and mission of the institution and run the college efficiently, the Principal as academic head of the institution, has freedom to take the decisions. The major offices such as bursar, Conveners of various Committees etc are headed by teacher. Faculty members have representation in various committees as IQAC, Grievance Redressal Cell, Anti-Ragging Committee, Development-cum-finance Committee, and Committee for SC/ST, Research Committee, Sports Committee Students' Grievance Redressal Cell, Anti Ragging Cell, Sexual Harassment Cell, Minority Cell etc. The IQAC, Heads of Departments, Conveners of various

Committees and Cells are involved in decision- making at various levels.

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 strategic plan has been prepared after detailed consultation with various stakeholders to achieve new heights ofexcellence. To accomplish the Institute's objectives and goals with a view to get our mission fulfilled, all the teaching and non-teaching staff contributed in making the action plan. After detailed consultation with all stakeholders and experts, the roadmap was decided.

*Our plan is to get recognized as one of the best governed colleges of the university by carrying forward our values, vision, and mission.

*Improvement in teaching learning environment.

*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.Inclusion of life skills in the curriculum so that students can participate in the core of everyday life.

*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

C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user inter faces	<u>View File</u>
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<u>View File</u>

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 NPS, 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 umbrellaand 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, promotionand 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

00

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

00

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

17

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	<u>View File</u>
Details of teachers attending professional development programmes during the year (Data Template)	<u>View File</u>

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

Performance Appraisal for teaching faculty is done according to the UGC regulation and amendments. Every year annual report is subscribed to the universitythat 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

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)

00

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

For salary and other developments, thefund 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

For enhancing the quality of the institution in all spheres, IQAC works and adopts various strategies are as the followings:

*Regular meetings of IQAC are conducted and suggestions are taken from all the members of IQAC including the stakeholders for improvement and better implementation of curriculum and overall development of the college.

*All the faculty members are encouraged and supported to participate in Orientation, refresher courses, Workshops, Seminars and conferences related to the teacher-learning process and research.

*College organizes departmental seminarson various current issues and important days.

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

To reviews the teaching learning process, structure and methodologies of operations and learning outcomes at periodic intervals, IQAC takes following measures:

* IQAC monitors the regular conduction of classes and it is done

by the Principal personally.

* The Principal with IQAC members keep eyes of completion of the course on time.

* Class routine is prepared at the begining of every academic year.

* Results of the students are monitored by every department and same is discussed with the IQAC and Principal.

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

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

D. Any 1 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

A Internal complaint committee under Gender sensitization cell has been constituted to provide a safe conducive work and academic environment to students and employees.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 Navneet Kaur exemplify models of women empowerment as they represented Hockey Bihar by actively participating in the 11th Hockey India Senior National Championship 2021(Women) held at Jhasi. Uttar Pradeshfrom 21-30, October, 2021..

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	Yes

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	View File
Any other relevant information	View File

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

Our college is dedicated to promote the environmental awareness and conservation in the college campus.For solid waste management and waste recycling system the college has installed a considerable number of dustbins in all the pivotal areas of the campus. Two types of dusbins are installed all over the campus. First one is bluedusbin which is for dry wasteand and the second is greendustbin which is specially for wet waste.

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

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

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<u>View File</u>
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	[View File](#)
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	View File
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).

College is seriously commited to maintain an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities. Teachers while taking classes ensure that classroom discussions are to the expected level of respectability to all and encouraging all to participate. students are coming from different caste creeds and social identities. Teachers considers that classroom homogeneity and participation of all students are extremely useful for effective learning. Teachers conduct bridge course and tutorial class for the incoming students of every batch in their initial days of campus life about the values of an inclusive environment, and the role of cross-cultural communication to generate harmony and to sensitise the students about the importance of maintaining the same through their life. Many programs are organised related to Communal harmony. Communal harmonay on 25-11-2021. Babshaheb Parinirwan Diwas on 06-02-2021, Sadbhawna Diwas on 20-08-2021 and Aazadi ka amrit mahostsav on 08-08-2021.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
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

College regularly conducts activities to generate awareness drives

for employees and students to inculcate values for being responsible citizens.

*The introduction of New CBCSin Post graduate syllabus compulsorily includes a course on HUMAN RIGHTSwith 5 credits in which they have to visit various empanelled NGOs which is also a compulsory course as part of their curriculum.This help them to know the rules,right ,laws and obligation toward them and society.

* In Post graduate Ist Semestercompulsorily includes a course on swacha bharat abiyan as AECC paper with 5 credits.to make them aware about the cleaniness and maintain hygenity around their surrounding . This would inculcate the sense of responsibility toward their environment. This year they actively participate in cleaning of campus and Distribution of mask among the campus staffs due to covid -19

*Various awareness activities and programmes is being conducted by NSS to create a awareness and generate value among the society. eg aids awarness programme , tree plantation activity,yoga day to spread the message of wellness , health, ecological and ethical responsibility amongst students who will be the leaders of tomorrow.

*Fitness activities, Yoga and games, tree plantation , cancer awareness programme, is the regular activity of NSS,it has a rich and diverse history of having undertaken some of the incredible social initiatives, since its inception. Some of the recent activities that is worth a mention under NSS are as follows:A spcial camp of was held from 29.12.2021to 04.012021.

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   E. None of the above

the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

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

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

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 , Imdependence Day 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 22.10.21

Merits of Journalism and Madhyakalin Hindi kavitaon 23.10.21

Sanskrit Sahitya ka Samanya Parichayt on 24.10.21

c. Seminars organized by the Department of Political Science:

Education and Social Reformson 27.03.22

d. Programmes by NSS

International Literacy Day on 08-09-2021

Sadbhawana Diwas on 20-08-2021

Communal Harmony celebration on 25-11-2021

BRA Parinirwan Diwas on 06-12-2021

International Yoga Day on 21-06-2022

Aazadi ka Amrit Mahotsav on 08-08-2022

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	[View File](#)
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.

1.Environmental Consciousness

Higher educational institutions have to play a significant role to inculcate environmental consciousness among the future citizens of the country. The college has put in a lot of effort to promote environmental consciousness and sustainable development. The institute exhorts the different departments to engage in a plethora of environmental initiatives. NSS units make efforts to keep the campus green by plantation drive regularly. Major portion of college campus covered with tree and lawns and the empty land in campus have the opportunities for enhancing the eco-friendly campus.

2.Energy Conservation

A solar power plant has been installed on the Language lab building, which is providing a renewable source of energy.In addition to solar power plant, several key steps taken by college to conserve energy are: 1.To conserve energy regular bulbs and tube lights have been replaced by CFL and LED lamp. They consume around 80-90% less energy and also last around 10-20 times longer. 2. Staff and students are advised to turn off lights and fans when they are not being used. 3. College encourages the use of ENERGY STAR qualified products.

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

Sinceitsestablishment,KoshiCollegeinKhagariahasstrivedtobecomeacentreofexcellence,despiteseveralchallengesandlimitations. Fromtheinception,itsprimaryobjectivehasbeentoprovidequalityeducationtoeverybodyatanaccessiblecost.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

Munger University publishes its academic calendar every year and college strictly adheres to it. This allows both teachers and students to space out their teaching and learning. The new session of undergraduate and postgraduteprogram in the college commences in the month of July every year.KoshiCollege has academic flexibilities in all programs. Academic Calendar and teaching modules are framed by the university and executed by the college to ensure that classroom lectures are of high quality and meet the time schedule.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	https://mungeruniversity.ac.in/page/Academiccalendar

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

Postgraduate examination, students are explained and made aware about academic calendar and evaluation process of continuous Internal Assessment (CIA-PG Exams comes under this) during their orientation session at the beginning of each semester. The entire details are also displayed on the departmental notice board. The assessment tools viz. class tests,

assignments, presentations are well explained and demonstrated to them during Induction -cum-Orientation Programme and practice at regular interval to passionate them for outstanding performance. CIA comprises of 30 marks in all PG Programmes. It included written test (15 Marks), assignment (05 marks)and seminar/quiz(05Marks), attendance (05 Marks). Internal tests are held twice in a semester in the format of University examinations.

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

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

C. Any 2 of the above

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

1.2 - Academic Flexibility

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

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

4

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

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

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

00

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

00

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

Koshi College integrates Cross-cutting issues of the society like Human Values, Professional Ethics, Gender Equality, Environmental Awareness as inseparable part of curriculum. Human Values, Professional Ethics and Gender Sensitization paper is introduced in MA programmes as AECC course. We have another AECC course named Environmental Sustainability and

Swachcha Bharat Abhiyan Activities, to enable students learn about sustainable environment and cleanliness in society.Ethics is a course which is being offered in the programme of BA Philosophy. Human Rights, Solid Waste Management,Environmental Sciencecourses are also run in some programmes. College celebratesNational and International events ofimportance as Republic day, National Science Day,Independence Day, Women's day, Teacher`s day, Human Right Day, International Yoga Day, Environment day, Earth dayand Ozone day. etc. These celebrations nurture the moral, ethical and social values in the students.

File Description	Documents
Any additional information	[View File](#)
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	[View File](#)

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

4

File Description	Documents
Any additional information	[View File](#)
Programme / Curriculum/ Syllabus of the courses	[View File](#)
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	[View File](#)

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

341

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**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 be classified as follows	**E. Feedback not collected**

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

923

File Description	Documents
Any additional information	<u>View File</u>
Institutional data in prescribed format	<u>View File</u>

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

781

File Description	Documents
Any additional information	<u>View File</u>
Number of seats filled against seats reserved (Data Template)	<u>View File</u>

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

On the basis of class interaction and test slow learners identifies then easy and convenient strategies adopted to convert them to advance learner.

- First of all clear the basic concept of the subject through individual classes.
- Make them confident through inspirational speeches
- Try to explain the things through story telling and examples
- Different types of charts available to show them
- Video lectures also available in the smart classes
- Catalogued Library with internet access is available

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
2718	20

File Description	Documents
Any additional information	View File

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

All the teachers follow student centered approach while imparting content in the classroom where they act as facilitator and guidesand encourage students to contribute to the body of knowledgethrough various regular participative activities viz., group discussions, field visits, seminars, extension lectures etc.which are organized in the college. The students actively participate in these activities within and outside the college. Students are givenclass assignments for focusing on self study and to encourage their independent learning. Different student support systems are available in the college like Library, Reading Room, ICT based classrooms (Smart Classrooms).Beyond the classroom, college gives high importance to all-round development of students through extra-curricular, cocurricular and field based activities. To increase the concentration in various activities, the college has framed many committees including the Cultural Committee, Sports Committee, Career counselling celletc.Both intra and inter-college sports competitions are organized, where students exhibit talent in variety of games.In order to inculcate human values, ethics and social responsibility, students are encouraged to participate in activities.The sole object of education is to enable students to prepare themselves to face the challenges of global scenario.

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

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

The era of 21st century is described as 'Era of e-learning'.The academic year 2021-2022was partially affected by Covid-19 pandemic and therefore it was not only the choice but also the compulsion of the teachers to learn, adopt and practice the ICT enabled tools. Faclty members of the college use ICT technology to improve the teaching and learning process. Different softwares available online is integrated with teacher's explanation and students are encouraged to learn and practice through interactive activities. LCD projectors,computer/laptops/tablet systems are used in the classrooms. You- Tube, E- mails, Whatts App group, Telegram, Zoom and Google classrooms etc. are used as platforms to teach, communicate, provide material and syllabus, address queries, mentor and share information. Wifi facility is also available in the campus for the students and staff.

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

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

2.3.3.1 - Number of mentors

11

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	[View File](#)
Circulars pertaining to assigning mentors to mentees	[View File](#)
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

20

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<u>View File</u>
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

12

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)	<u>View File</u>

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

223

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

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.

Assesement of performance is an integral part of teaching and learning process. The academic performance of student is continuously monitored by the continuous performance assessment in theory and practical test. Assignments are given to the students to assess their level of understanding. Class test and Terminal examinations are also conducted properly. Date sheets and notifications of Internal assessment is circulated in departments and also displayed on notice boards of the college.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	View File
Link for additional information	**Nil**

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

There is a well established mechanism for redressal of grievances related to evaluation process. In case of dissatisfaction with the marks obtained ,a student can apply for the redressal. The university has provision for retotalling, for this the relevant documents alongwith application is submitted by the student to the Controller of Examination through proper channel for speedy redressal of the issue. The university looks into the grievance and after retotalling takes a final decision. If there are discrepencies in the marksheet regarding marks or any personal details, the student has to again submits an application with relevant document which is forwarded by the college. The Controller of Examination after scrutinizing the marksheet make necessary correction. The close and continuous communication is maintained by the Controller of Examinations with the university authorities for speedy disposal of queries, explanations and doubts if any. In case of internal assessment ,redressal of student grievance is executed by the concerned department with the help of subject teacher and Head of the 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.

The Institute has well defined learning outcomes. The vision and mission of the institution emphasizes on promoting value education through motivated trained faculty that helps the students to accept the challenges of globalization. The College has a proper mechanism of communication of the learning outcomes of the Programs and Courses. Teachers verbally address the course outcomes to the students during classroom teaching. It enables students to acknowledge the academic value of the education. Therefore it becomes moral responsibility of faculty members to understand and communicate the programme outcome, programme specific outcomes and course outcomes to the students. Hard Copy of syllabi and course/programme are available in the respective departments for ready reference to the teachers and students. Outcomes of Programs and Courses of CBCS are also uploaded on the University website.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://mungeruniversity.ac.in/page/Result
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.

It is very important for the students to understand the basic objectives of the academic value addition they receive in the college. Therefore, it becomes the moral responsibility of faculty members to understand and address this important information through course outcome, program outcome and program

specific outcome to the students.

*Course Outcome: Course outcome for undergraduate program and postgraduate program is designed on two different levels:

*Undergraduate programs- The process of course outcome assessment is based on final examination carried out in all the programs keeping the course outcome in mind.

*Postgraduate Programs -There is a provision of internal examination under CBCS pattern. Additionally, assignments are given and presentations are also conducted. for attainment of Program Outcomes and Program Specific Outcomes.

*Teachers verbally communicate these outcomes to the students in the classroom during lectures. Importance of learning outcomes is also communicated to teachers in IQAC meetings and various committee meetings. Students learn to become a good citizen by inculcating the discipline moral and ethics in their lifestyle. They can become a resource and receive employability. They become versatile by achieving the outcomes of their specific course.

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

173

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
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)

00

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

01

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

00

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 certain innovative activities and try to create certain activities among students which can be transferred towards local areas of the town. Creating an innovative ecosystem and imparting transfer of knowledge in colleges which are situated in semi urban localities surrounded with pure local village with moderate to low exposure about present day discoveries, invention and thoughts have certain limitations. On other hand this situation provides immense opportunity for the colleges and research institutions to bring these localities in present era. The college promotes students under guidance of teacher to work on the life of local personalities who impart great influence in these societies like, freedom fighters, some economist etc. Teachers involved in the PG studies promote the students to spread awareness in field of environment around localities in the form of community services to impart transfer of knowledge towards grass root

populations. These activities are well documented and prepare in form of community service report. A rich library and internet/Wi-Fi facility in the college help in creating opportunity for research among teachers and students. N-LIST subscription of INFLIBNET is also available to augment the information of present era throughout the world. Overall, efforts are summarised in following sub heads;

- Documentation of contribution of lesser known personalities (freedom fighters)
- Activities for environmental environment
- N-LIST support system

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

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

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

00

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

01

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

04

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

02

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

Development of any children is not merely education but depend on the fact that to what extent the young ones involved in

extra-curricular activities. The persuasion of these activities brings the new approach toward their understanding and develops their logic power in course of time. The sensitising program towards the social, environmental and scientific activities will certainly quench the thirst of understanding and reasoning power of students which improves their holistic development. Teachers of Koshi College are lucky enough to be called upon for these sensitisation activities for the students, teachers and expert as per need which certainly help in overall understanding and knowledge base of students in the neighbourhood directly or passively. To summarise the activity, various teachers are involved in following training or sensitisation programs;

- Catch the rain Program (water conservation) jointly organised by Jal Shakti Ministry, Govt. of India and Nehru Yuva Kendra, Khagaria
- Training program for Spear Head Team of Namami Gange Project organised by Nehru Yuva Kendra, Khagaria
- Orientation workshop for 30th Children Science Congress (program of DST, Govt. of India) jointly organised by NCSC, Khagaria and BEP, Khagaria

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

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

04

File Description	Documents
Any additional information	[View File](#)
Number of awards for extension activities in last 5 year (Data Template)	[View File](#)
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

09

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

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

198

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

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

00

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

00

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	[View File](#)

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 the necessary teaching and learning facilitiesincluding classrooms and tutorial rooms, labs, common room, restrooms, seminar rooms, libraries and computer facilities. There is also a Reading Room in the library, a separate Accounts Section, the Principal's Chamber, the Exam Control Room, the Servants Quarters, the Teachers' Flat, and the Guest Room. It includes a spacious playground and an elevated stage for cultural and yoga events inside the college campus. The institution also offers a well-equipped language lab, a modernized study placeand separate common rooms for boys and girls. Wi-Fi and internet access are also available to students incampus.

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

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

The college includes a large playground for outdoor sports including kho-kho, kabaddi, cricket, football, and volleyball. Within the campus, there is a public area for yoga and physical activity. The college also offers its students access to a gymnasium. A separate hall is also available for indoor games. There is an auditorium that has always been quite helpful in planning events of all colours. The Auditorium often hosts big events like the Foundation Day celebration, dignitary visits, dance and musical performances, quizzes, debates, etc.

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

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

3

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

11.64

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

4.2 - Library as a Learning Resource

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

The efforts has beenmade for ILMS(Integrated Management Library System). 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.

The University is also going to implement e-library facility in the college from this session.

File Description	Documents
Upload any additional information	View File
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	View File
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)

00

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

10

File Description	Documents
Any additional information	View File
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.

The Wi-Fi network has been installed in the college campusby the Govt. of Bihar.

Three well equipped smart classrooms are currently functional.

The campus is well equiped with the CCTV cameras to provide better securityfor the students an the campus.

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)

11.64

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.

There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. 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 the different committiees of the college. Proposals are broughtbefore 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 friendlycampus, 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	**No File Uploaded**
Paste link for additional information	**Nil**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	[View File](#)
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

`00`

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

120

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

120

File Description	Documents
Any additional information	<u>View File</u>
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<u>View File</u>

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	**A. All 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

00

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

00

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

00

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.

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

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

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. 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..

The College organisesAnnual NSS camp wherestudents are involved
in cleaning of village with the active involvement of community
members. Further the NSS wing also organizes awareness
programmes and capacity building activities.

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

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

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

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

The College has a functional Alumnae Association. It meets
periodically to discuss the ways and means to improve the
academic environment of the College, as well as to exchange

views on the employment opportunities and scope for higher education. Alumnae of the College contributed both financially and non financially over the years in growth and development of the College.

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

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The institution has consistently upheld the aim of providing quality educationto students from rural areas, who are mostly from agricultural backgrounds, at cheap costs, in a very friendlyenvironment.In addition to offering education, it strives to help students improve their leadership abilities, ethical values, social interaction skills, critical thinking abilitiesand communication skills.Education enables us to navigate our lives and respond appropriately to the problems they provide. As a result, our institution is conducted with the goal and objective of producing well-equipped young people who can achieve in all aspects of life.

Our goal is to establish ourselves as a rural centre of excellence. We hope to be able to grow our institution into a centre for producing young people of modern liberal thinking who believe in democratic ideals and the constitution and are knowledgeable, forward-thinking, and good in their field.

Our motto is flexibility, logic combined with honestyand diligence. On an internal level, the college's governance is inclusive, democratic and independent. All stakeholders are

given the opportunity to speak up and criticism and proposals from all directions are included into the governance structure.

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.

The College has a decentralized system of Administration which is both transparent and productive. The institutional administration is participatory in nature and decentralized in its working. In order to fulfill the vision and mission of the institution and run the college efficiently, the Principal as academic head of the institution, has freedom to take the decisions. The major offices such as bursar, Conveners of various Committees etc are headed by teacher. Faculty members have representation in various committees as IQAC, Grievance Redressal Cell, Anti-Ragging Committee, Development-cum-finance Committee, and Committee for SC/ST, Research Committee, Sports Committee Students' Grievance Redressal Cell, Anti Ragging Cell, Sexual Harassment Cell, Minority Cell etc. The IQAC, Heads of Departments, Conveners of various Committees and Cells are involved in decision- making at various levels.

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 strategic plan has been prepared after detailed consultation with various stakeholders to achieve new heights ofexcellence. To accomplish the Institute's objectives and goals with a view to get our mission fulfilled, all the teaching and non-teaching staff contributed in making the action plan. After detailed consultation with all stakeholders and experts, the roadmap was decided.

*Our plan is to get recognized as one of the best governed colleges of the university by carrying forward our values, vision, and mission.

*Improvement in teaching learning environment.

*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.Inclusion of life skills in the curriculum so that students can participate in the core of everyday life.

*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	**C. Any 2 of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user inter faces	<u>View File</u>
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<u>View File</u>

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 NPS, 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 umbrellaand 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, promotionand 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

00

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

00

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

17

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	[View File](#)
Details of teachers attending professional development programmes during the year (Data Template)	[View File](#)

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

Performance Appraisal for teaching faculty is done according to the UGC regulation and amendments. Every year annual report is subscribed to the universitythat 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

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)

00

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

For salary and other developments, thefund 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

For enhancing the quality of the institution in all spheres, IQAC works and adopts various strategies are as the followings:

*Regular meetings of IQAC are conducted and suggestions are taken from all the members of IQAC including the stakeholders for improvement and better implementation of curriculum and overall development of the college.

*All the faculty members are encouraged and supported to participate in Orientation, refresher courses, Workshops, Seminars and conferences related to the teacher-learning process and research.

*College organizes departmental seminarson various current issues and important days.

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

To reviews the teaching learning process, structure and methodologies of operations and learning outcomes at periodic intervals, IQAC takes following measures:

* IQAC monitors the regular conduction of classes and it is done by the Principal personally.

* The Principal with IQAC members keep eyes of completion of the course on time.

* Class routine is prepared at the begining of every academic year.

* Results of the students are monitored by every department and same is discussed with the IQAC and Principal.

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

6.5.3 - Quality assurance initiatives of the	**D. Any 1 of the above**

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)

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

A Internal complaint committee under Gender sensitization cell has been constituted to provide a safe conducive work and academic environment to students and employees.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 Navneet Kaur exemplify models of women empowerment as they represented Hockey Bihar by actively participating in the 11th Hockey India Senior National Championship 2021(Women) held at Jhasi. Uttar Pradeshfrom 21-30, October, 2021..

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	<u>Yes</u>

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	<u>View File</u>
Any other relevant information	<u>View File</u>

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

Our college is dedicated to promote the environmental awareness and conservation in the college campus.For solid waste management and waste recycling system the college has installed a considerable number of dustbins in all the pivotal areas of the campus. Two types of dusbins are installed all over the campus. First one is bluedusbin which is for dry wasteand and the second is greendustbin which is specially for wet waste.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	**D. Any 1 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<u>View File</u>
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	<u>View File</u>
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	View File
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).

College is seriously commited to maintain an inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities. Teachers while taking classes ensure that classroom discussions are to the expected level of respectability to all and encouraging all to participate. students are coming from different caste creeds and social identities. Teachers considers that classroom homogeneity and participation of all students are extremely useful for effective learning. Teachers conduct bridge course and tutorial class for the incoming students of every batch in their initial days of campus life about the values of an inclusive environment, and the role of cross-cultural communication to generate harmony and to sensitise the students about the importance of maintaining the same through their life. Many programs are organised related to Communal harmony. Communal harmonay on 25-11-2021. Babshaheb Parinirwan Diwas on 06-02-2021, Sadbhawna Diwas on 20-08-2021 and Aazadi ka amrit mahostsav on 08-08-2021.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)
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

College regularly conducts activities to generate awareness drives for employees and students to inculcate values for being responsible citizens.

*The introduction of New CBCSin Post graduate syllabus compulsorily includes a course on HUMAN RIGHTSwith 5 credits in which they have to visit various empanelled NGOs which is also a compulsory course as part of their curriculum.This help them to know the rules,right ,laws and obligation toward them and society.

* In Post graduate Ist Semestercompulsorily includes a course on swacha bharat abiyan as AECC paper with 5 credits.to make them aware about the cleaniness and maintain hygenity around their surrounding . This would inculcate the sense of responsibility toward their environment. This year they actively participate in cleaning of campus and Distribution of mask among the campus staffs due to covid -19

*Various awareness activities and programmes is being conducted by NSS to create a awareness and generate value among the society. eg aids awarness programme , tree plantation activity,yoga day to spread the message of wellness , health, ecological and ethical responsibility amongst students who will be the leaders of tomorrow.

*Fitness activities, Yoga and games, tree plantation , cancer awareness programme, is the regular activity of NSS,it has a rich and diverse history of having undertaken some of the incredible social initiatives, since its inception. Some of the recent activities that is worth a mention under NSS are as follows:A spcial camp of was held from 29.12.2021to 04.012021.

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 , Imdependence Day 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 22.10.21

Merits of Journalism and Madhyakalin Hindi kavitaon 23.10.21

Sanskrit Sahitya ka Samanya Parichayt on 24.10.21

c. Seminars organized by the Department of Political Science:

Education and Social Reformson 27.03.22

d. Programmes by NSS

International Literacy Day on 08-09-2021

Sadbhawana Diwas on 20-08-2021

Communal Harmony celebration on 25-11-2021

BRA Parinirwan Diwas on 06-12-2021

International Yoga Day on 21-06-2022

Aazadi ka Amrit Mahotsav on 08-08-2022

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	[View File](#)
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.

1.Environmental Consciousness

Higher educational institutions have to play a significant role to inculcate environmental consciousness among the future citizens of the country. The college has put in a lot of effort to promote environmental consciousness and sustainable development. The institute exhorts the different departments to engage in a plethora of environmental initiatives. NSS units make efforts to keep the campus green by plantation drive regularly. Major portion of college campus covered with tree and lawns and the empty land in campus have the opportunities for enhancing the eco-friendly campus.

2.Energy Conservation

A solar power plant has been installed on the Language lab building, which is providing a renewable source of energy.In addition to solar power plant, several key steps taken by college to conserve energy are: 1.To conserve energy regular bulbs and tube lights have been replaced by CFL and LED lamp.

They consume around 80-90% less energy and also last around 10-20 times longer. 2. Staff and students are advised to turn off lights and fans when they are not being used. 3. College encourages the use of ENERGY STAR qualified products.

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

Sinceitsestablishment,KoshiCollegeinKhagariahasstrivedtobecomea centreofexcellence,despiteseveralchallengesandlimitations. From theinception,itsprimaryobjectivehasbeentoprovidequalityeducatio ntoeverybodyatanaccessiblecost.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	No File Uploaded

7.3.2 - Plan of action for the next academic year

Plan of action for the next academic year –

*Opening of new Courses like BBA/BCA,

*To organize Seminar/Workshop/Minor-major Research Projects.

*To organize Cultural, Cocurricular and Extra Curricular activities in the current academic year.

* Renovation of Auditroium equipping it with modern appliances.

* Implementation of digital library in the college.

* Completion of under constructedgirls hostel.