



## YEARLY STATUS REPORT - 2020-2021

<b>Part A</b>	
<b>Data of the Institution</b>	
<b>1.Name of the Institution</b>	Govt.Girls College Gulzarbagh Patna-7
• Name of the Head of the institution	Dr. jayashree
• Designation	Principal( In-charge )
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	9430200072
• Mobile No:	7070995846
• Registered e-mail	principalgovt.wc.gulzarbagh@gmail.com
• Alternate e-mail	dr.ushayadav@gmail.com
• Address	Gulzarbagh Patna-7 [ Gaighat campus ]
• City/Town	Patna
• State/UT	Bihar
• Pin Code	800007
<b>2.Institutional status</b>	
• Type of Institution	Women
• Location	Urban

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	Patliputra university				
• Name of the IQAC Coordinator	Dr.Usha Yadav				
• Phone No.	9430200072				
• Alternate phone No.	7070995846				
• Mobile	9430200072				
• IQAC e-mail address	rmmviqac@gmail.com				
• Alternate e-mail address	dr.ushayadav@gmail.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://www.gwcgulzarbagh.ac.in/PDFR/GWC-AQAR-2019-2020.pdf">https://www.gwcgulzarbagh.ac.in/PDFR/GWC-AQAR-2019-2020.pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://www.gwcgulzarbagh.ac.in/PDFR/GWC-Academic-Calendar-2020.pdf">https://www.gwcgulzarbagh.ac.in/PDFR/GWC-Academic-Calendar-2020.pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.12	2016	16/03/2016	17/03/2021
<b>6.Date of Establishment of IQAC</b>			12/08/2013		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
N.A.	Nil	Nil	Nil	Nil	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		

<b>9.No. of IQAC meetings held during the year</b>	<b>03</b>
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>	
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>	
1.Activities according to academic calendar. 2. conduction of online classes ,special lectures and webinars. 3. online co-curricular activities. 4,Maintained academic environment through online mode inspite of covid challenges. 5.Plantation drive in campus.	
<b>12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b>	
Plan of Action	Achievements/Outcomes
Adherence to the Academic Calander	Successfully completed inspite of pandemic challenges.
Maintenance of Academic Environment	Teaching and learning was maintained through online mode.
To Make Campus Green and Pollution free	Achieved through Plantation Drive in our own Gaighat campus.
<b>13.Whether the AQAR was placed before statutory body?</b>	<b>No</b>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2020	18/02/2022
Extended Profile	
1. Programme	
1.1	21
Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
2. Student	
2.1	1865
Number of students during the year	
File Description	Documents
Data Template	No File Uploaded
2.2	1319
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	No File Uploaded
2.3	339
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
3. Academic	
3.1	21

Number of full time teachers during the year		
File Description	Documents	
Data Template	<a href="#">View File</a>	
3.2	53	
Number of Sanctioned posts during the year		
File Description	Documents	
Data Template	No File Uploaded	
<b>4. Institution</b>		
4.1	22	
Total number of Classrooms and Seminar halls		
4.2	7.1	
Total expenditure excluding salary during the year (INR in lakhs)		
4.3	42	
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

Rajkiya Mahila Mahavidyalay, Gulzarbagh, Patna-7 is the first Govt.college of Bihar which is affiliated to Patliputra University, Patna. It follows the syllabus and curriculum of Patliputra University. The college ensures effective curriculum delivery through a well planned documented process. The time table committee of the college has designed a master time table in which 21 classes have been allotted to each teacher per week. The distribution of theory classes and practical classes has been done in a manner that makes teaching efficient. The master time table is prominently displayed on the notice board on both floors of the building for convenience of our students. Teachers put in all efforts to teach students and complete the syllabus on time. Allocation of syllabus is done at the departmental level and kept in

the departmental record. Extra classes are also arranged for the timely completion of syllabus. Apart from this, teachers provide notes and encourage students to refer to e-content and online study materials. During the pandemic, when the country was under lockdown, it was ensured by the college that the faculty members were available to the students through various e-platforms eg. ZOOM CLOUD MEETING and GOOGLE MEET. In addition, study materials were provided on whatsapp also.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	<a href="#">na</a>

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

The Institution makes every effort to adhere to the academic calendar. Right at the beginning of the session, the course is divided in such a way that the syllabus is finished in time. Papers are divided among the teachers at Departmental level for convenience in teaching. Lectures are delivered on the different topics in the syllabus and assignments are also given to keep the students engaged in the learning process. Along with theory classes, practical classes are also conducted on a regular basis so that the students do not have to face any kind of problem at the time of examination. Tutorial classes and extra classes are also taken for the benefit of slow learners. For the internal assessment, rules of Patliputra University are followed with 15 marks for written test, 5 marks for assignment / project, 5 marks for seminars / quiz and 5 marks for punctuality and conduct. Continuous internal assessment is done by the faculty members through innovative methods.

Besides, the college also maintains a calendar for the conduct of co-curricular and extra-curricular activities. The various activities are divided among the respective departments and they are responsible for getting them conducted on time. All important days related to environment, biodiversity, population day, women empowerment, conservation etc. are celebrated. All efforts are made to make the students aware about the different social issues. Even in lockdown period, virtual platform was used to perform all the activities. Highlights of Activities performed are also posted on college social media account and youtube.

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

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

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

## 1.2 - Academic Flexibility

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

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

**N.A**

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

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

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

04

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

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

10

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

10

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

**1.3 - Curriculum Enrichment**

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

Rajkiya Mahila Mahavidyalaya, Gulzarbagh, Patna follows syllabus prescribed by Patliputra University. The college offers Undergraduate courses in Arts and Science streams which address Gender, Environment and sustainability, Human Values and Professional ethics. Some subjects offer full paper and some subjects offer topics related to these areas. The aforesaid issues are covered in the following course syllabus.

Gender related issues - Hindi Honours ( B.A.)- In the third year course one full paper (6th paper) is dedicated to this topic, i.e. " DALIT SAHITYA AUR STREE VIMARSH" . A chapter titled "GRAHAN" addresses women's problems in society in 3rd paper of the 2nd year of



**Urdu Honours.**

**Environment and Sustainability - One full paper named Environmental Biology in the 3rd year of Botany Honours.**

**Human Values - There is a chapter in Philosophy Honours-2nd year titled "MORAL AND SOCIAL PHILOSOPHY". Many topics concerning human values like Taubatar Nasuh, Shaure Adab and Sarmaye Adab in B.A. Urdu Honours.**

**Professional Ethics - IN B.A. Honours -Part III (Philosophy) the students are taught a paper named "NATURE OF ETHICS AND ETHICAL CONCEPT".**

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

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

01

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

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

17

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

**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**

C. Any 2 of the above

File Description	Documents
URL for stakeholder feedback report	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	<a href="#">View File</a>

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

C. Feedback collected and analyzed

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 sanctioned seats during the year**

2697

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

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

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

1271

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

## 2.2 - Catering to Student Diversity

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

The Institution is committed to the academic advancement of students to prepare them for the challenges of the modern competitive world. Regular classes were disrupted during the past two years due to the outbreak of Covid-19 and often we had to switch to online mode to conduct the classes and keep the academic session on time. But still along with the routine classes, special classes and tutorials were constantly organised to keep the slow learners at par with the advanced learners. Assignments were also given to them to keep them engaged in their pursuit of learning. Besides unit tests, surprise tests were also conducted. The students were in regular touch with the teachers through online platforms such as Zoom, Google Meet and Whatsapp groups and had their problems sorted out anytime during the day.

Study notes and related materials were also provided to them in pdf format in the whatsapp groups to speed up the learning process and make things easier to them. Besides, many webinars and special lectures were also organised to enlighten the minds of students and develop in them the ability to think logically and critically.

Programmes were also organised to provide mental relief to students from stress caused by the pandemic.

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

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

Number of Students	Number of Teachers
1865	21

File Description	Documents
Any additional information	No File Uploaded

## 2.3 - Teaching- Learning Process

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

The college has always promoted a healthy and effective teaching-learning mechanism. The students are engaged in different kinds of creative and usefull activities, like group discussions, assignments, webinars etc. The Institution focuses on various student centric activities for grooming their personality. In practical classes the students get hands-on training in the concerned subjects. During Covid pandemic the usage of Online classes has been introduced.

Mentoring system is carried out in departments under which the assigned teacher provide personalized mentoring to the students in form of academic support, psychological support, career development guidance and so on.

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

Due to pandemic the regular teaching- learning process got severely disrupted. In order to maintain the smooth flow of the overall academic process, teachers are prepreparing e-contents. For smooth and effective ICT based teaching ,an uninterrupted 10 mbps wi-fi internet connectivity has been provided in the campus.

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

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

#### 2.3.3.1 - Number of mentors

21

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

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

21

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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

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

14

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

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

### 2.4.3.1 - Total experience of full-time teachers

21

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

## 2.5 - Evaluation Process and Reforms

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

Mechanism of internal assessment is transparent and robust in terms of frequency and mode .In one academic session, internal assessment is done by taking four unit tests /oral test or quiz of 20 marks each .Out of these four tests, students are required to be present in at least 3 of the tests.

Frequency of tests - Quarterly mode of taking test has been kept flexible and respective departments take the test as per their convenience ,ether by framing an objective set of question paper or it can be taken in the form of quiz or oral test can also be taken

.The purpose behind these to keep them regular and update in their learning .This type of regular internal assessment creates an environment of regularity and sincerity . A creative academic environment enriches and influences the academic level.

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

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

**Redressal of grievances at institute level:**

**Departmental Level:** The continuous evaluation of students is carried out by faculty regarding theory lectures, assignments and internal assessments. Query, if any, is discussed with the faculty and HOD.

**College Level:** The college has an Examination committee for smooth conduct of the examinations. If students are facing any problem, those are solved at the college level. The grievances during the conduct of examinations are considered and discussed in consultation with the principal and if necessary, forwarded to the university by examination section for which the students are thoroughly guided for the procedure of the redressal of grievances, which can only be done at the University level.

**Redressal of grievances at University level:** The queries related to results, corrections in mark sheets, other certificates issued by university are handled at examination section after forwarding such queries through the college examination section. Students are allowed to apply for recounting by paying necessary processing fee to university, if they are not satisfied with their result.

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

## 2.6 - Student Performance and Learning Outcomes

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

Yes, Students and Teachers are aware of the Programme and courses offered by the institution. The details of programmes offered are

displayed on university, college website and the advertisement of admission by the university in the news paper etc.

The college website displays the course details and curriculum and learning outcome of programme and courses are uploaded.

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

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

The program outcomes and program specific outcomes are assessed with the help of course outcomes of the relevant courses through direct and indirect methods. Direct methods are provided through direct examinations conducted by the university at the end of the session. As far as indirect methods are to be explained, it includes assignments which are given at the end of each module. Class discussions also help the teachers to evaluate the level of understanding of the students. Moreover, various speech and debate competitions are organized, where students present their view point on a particular topic, which also indicate the way the students have understood the topic. Alumni surveys are also an important part of the evaluation. It helps to make sure that the course is relevant with the passage of time if changes are made accordingly.

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

307



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

## 2.7 - Student Satisfaction Survey

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

<https://www.gwcgulzarbagh.ac.in/PDFR/GWC-SSS-2020.pdf>

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

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

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

0

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

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

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

0

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

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

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

15

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

### 3.2 - Research Publications and Awards

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

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

0

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

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

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

0

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

### 3.3 - Extension Activities

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

Due to Covid challenges, extension activities were seized, but through online webinars students were sensitized on various issues like women empowerment, domestic violence, role of female in sustainable environment and ecosystem restoration etc. Topics of webinars were decided in the way to sensitize students and meet the challenges.

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

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

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

0

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

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

and NGOs ) during the year

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

0

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

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

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

0

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

**3.4 - Collaboration**

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

0

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

### 3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

1

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

The college has adequate availability and optimal utilization of physical infrastructure as it is linked to the vision of the college. College is having fifty one computers for the use of teaching -learning.

Laboratories are well equipped with six computers.

Facility of Wi-Fi is free for all students, teachers and college staffs.

Classroom - There are twenty class rooms and two seminar halls in our own new campus with Fans, Lights, Boards, Benches and ICT

facilities.

There is ample space for outdoor sports. Carrom boards, Chess boards, Badminton rackets, shuttle corks etc sports articles are available for the students.

College has three RO systems for clean and safe drinking water for students, teachers and college staffs.

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

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

Our institution has adequate facilities for cultural activities, sports (indoor and outdoor games), Yoga etc. Annual sports are celebrated every year with much gaiety and fervour. Students are provided with carrom, badminton and chess to practice and participate. Javelin, Discus and Shotput is available for practice and participation. Various races, such as 100 metres, 200 metres and fancy race sack race, three-legged race etc. are conducted.

Kabaddi and kho-kho games were included in sports in the year 2014-2015. Since then girls are being trained by State level players. It was initiated by Sri Vibhas Kumar earlier. Girls are being trained in karate by black belt Pinky Singh, an ex-student of our college. Girls are also being trained in 'Zumba', 'Drill, and 'Yoga'. They were also trained in Fencing. Our students also participated in State level and National level base-ball tournaments. They also took part in inter college state sports-championship. (Karate, wrestling etc.) and won medals.

Yoga practice is a regular phenomenon of our college. Students and teachers also participate in full swing. Great emphasis is being given on cultural activities in our institution. Our students participate in college and University level cultural activities and win prizes in Dance, Music, Elocution, Debate, Rangoli etc.

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

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

1

##### 4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

1

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

7.1

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)

**AUTO LIB - FULLY AUTOMATED - FROM 2016**

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

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources** **E. None of the above**

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

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

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

0.48555

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

## 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	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

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

College has adequate number of computers and printers with Wi-Fi facility at campus. Wi-Fi facility is accessible to students, teachers and staffs of the college through their personal ID and password. This facility is provided by Government of Bihar under the policy of "Saat Nishchay". It is completely free service. To ensure safety of students, teachers, staffs and college belongings, CCTV cameras have been installed.

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

#### 4.3.2 - Number of Computers

51

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

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

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

#### 4.4 - Maintenance of Campus Infrastructure

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

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

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.

Being a Government College, annual fund is received from the State govt. and then it is utilized.

LABORATORY- There are well equipped laboratories in our college. They are maintained by the funds received from UGC. Requirements are taken from the respective departments. Purchase committee of the college supervise all the process of purchase like quotation opening, rate and other formalities. Record of maintenance account is maintained by Lab technicians, Lab-in-charge and supervised by HOD; s respective departments.

LIBRARY- The requirement and list of books is given by every department and approved by the principal. For purchase of Journals or membership, departmental request is sent to the concerned committee. .

Sports Complex- Now the college has been shifted in its own building, there is ample space for outdoor sports. Dress, sports articles, remuneration of coach, certificate, medals, prizes and others are maintained from college development fund.

Computer- There is a big computer lab consisting of 23computers. Maintenance of all these is done from college development fund.

**Classroom** - There are twenty class rooms and two seminar halls in our own new campus. Fans, Lights, Boards, Benches are there in all classrooms as per requirement.

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

184

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

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

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

0

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**

**B. 3 of the above**

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

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

0

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

0

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

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

**B. Any 3 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

2

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

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

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

26

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

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

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

0

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

**5.3 - Student Participation and Activities**

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

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

0

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

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

There are so many bindings as it is a Government college. There is no student council in the college, so there is no representative from students in academic and administrative bodies. Different committees have also been formed in the institution but there is no student representative. However in College programmes active students are involved according to the need by various committees. These students may be of any stream, from NSS or NCC. Active participation of students make all the functions organized in the college very well.

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

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

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

0

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

Our college has an Alumni association named RAJNANDINI. It was formed on the eve of World Environment Day-2021. But it has not been

registered yet. It supports us in other activities of college excluding financial support.

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

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

File Description	Documents
Upload any additional information	No File Uploaded

### GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 - Institutional Vision and Leadership

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

The vision and mission of our college is to accord respect to each individual and work for the personal and professional growth and empowerment of all. It aims to seek and involve the contribution of everyone for the holistic development of college and society. The Principal is the guardian of the college and she supervises and looks after all the work in a very energetic and efficient manner. An advisory committee is there to aid and assist the Principal to take all the policy decisions. Other committees are also there to carry out different works related to college such as purchase committee, Cultural committee, Sports committee, Magazine committee etc. Teachers are also appointed as in-charge and given various responsibilities such as Admission in-charge, Time-Table In charge, NCC in-charge, NSS in-charge, Examination in-charge etc. Classes are allotted to the teachers in the overall time table but the Departments are free to distribute the syllabus among the teachers and conduct tests on their own. Co-curricular and extra-curricular activities are also carried out by the concerned Departments with the help and support of all. Opinions of the students are also sought regarding their problems and facilities and efforts are made to remove all their grievances. All the students are actively involved in the organization of various programmes and their participation makes everything so commendable and praiseworthy.



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

Our college is a shining example of effective leadership which is visible in all institutional practices. It has a sound mechanism for deputing authority and giving operational autonomy to work towards decentralized governance system. All policy decisions of the college are taken by the Advisory Committee under the leadership of the Principal. Decision taken by the committee is then implemented by the college. Faculty members are also given freedom in their departmental matters. They are also actively involved in carrying out various other responsibilities either as members of the various committees which have been formed for the smooth functioning of the college, or they are given important responsibilities by being made the in-charge such as Admission in-charge, NSS in-charge, Examination in-charge etc. The IQAC cell of the college monitors activities of all committees and establishes co-ordination between these. Students are also encouraged to involve themselves in the various activities of the college. Meeting of all committees and IQAC cell is called on a regular basis. The contribution of non-teaching staff is also not less in the proper functioning of the college. They are also assigned responsibilities according to the need.

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 institution focused towards the key areas of academic enhancement and student support and progression. During the period

of the Covid -19 2nd wave ,it was a challenge for the college to continue the academic works and smooth running of classes .The dedication of teachers made it easier for the students through online -digital platform like Zoom , Google meet and whatsapp group.

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.

Being a government college, all the rules and regulations related to appointment and service is followed as per the norm of government. Vacancies are sought ,advertised in newspapers as per requirement. Number and types of employees needed are recruited by government of Bihar. Teaching faculties are Ex-cadre with UGC pay scale in Bihar Education Service, assigned with one designation "Assistant Professor".

The smooth functioning of the college is supported by a number of committees and cells. The advisory committee is the decision making body of the college . The service condition of the college teachers of the college is still awaited . Thus the role of advisory committee is very important.

The IQAC is a vital part of the college system that works towards realization of the Goals of quality enhancement and quality sustenance in the institution . There are many functional committees and cells monitoring and working in the various sphere of the institution Some of the prominent committees includes Admission committee ,Examination committee ,Sports committee , Cultural committee ,Discipline committee, Student welfare committee , Eco-protection group , Science activities group ,and Anti- ragging cell. All these committees have active teachers. The in-charge of the committees have regularly reviewing developmental pursuits in the concerned area.

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

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

Being a Government College, there is no other mechanism for welfare measures of teaching and non-teaching staff apart from the rules and regulations provided by the government.

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

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

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

0

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

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

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

0

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

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

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

0

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

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

As per government rule yearly confidential report of each and every teaching and non-teaching staff is prepared by the head of the Institution.

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

Internal audit is done to evaluate an organisation's operation. Internal audit is done by DDO and accountant. By external audit, financial statement is much more credible. College has got its account externally audited upto 2016. Audit is done by government agency or any other agency deputed by the government.

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

#### 6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during

**the year (not covered in Criterion III)****6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)**

0

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

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

Funds are utilized as per rules and guidelines given by Govt. of Bihar. This fund is utilized in infrastructural development, academics and other work orders laid under rules.

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

IQAC plays a very important role in making strategies and processes. College academic activities did not stop in spite of corona pandemic challenge. College organized special lectures through webinars on various topics throughout the year. The purpose behind this was to enhance the academic quality and to sensitize them with various issues such as sanitization and hygiene, women empowerment and their rights, Indian culture and tradition, environment issues etc.

Despite pandemic spread, academic environment was maintained through Online classes and also all the extra curricular activities were organised in online mode. These activities were the new experience for students as well as teachers to adopt the new technologies and

how to use them.

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

Institution reviews its teaching learning process at periodic intervals .Slow learners are identified and mentoring is done by respective subject teachers . Counselling cell and Grievance redressal cell resolve all the issues through personal interaction.

The students are encouraged to participate in all the curricular and extra curricular activities. They are also made aware about the outcome of the programmes and opportunities.

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

Gender equity is treating both men and women equally, giving them equal rights and opportunity. Hence in order to promote gender equity and gender sensitization, several programmes and activities were conducted in the college. The aim of these programmes were to make the students realize their worth and to manage their lives.

Essay competition, painting competition, lectures on gender sensitization etc. were held to embed in themselves the awareness of their rights and significance.

In view of safety and security of students CCTV cameras and guards are provided within the campus. For self defence, students are given Karate training.

Alongwith this common room and infirmary are also available for students. Students are also provided counselling when they needed. Anti-harassment cell is also there to help them when needed. Students are guided about crimes held against female and the way out to those problems.

Facilities available in the college :

1. Common room
2. Infirmary
3. Counselling



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

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

**C. Any 2 of the above**

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

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

Solid waste management is followed. For this a solid waste management pit has been made in the new campus of the college. All dry solid wastes which are biodegradable, are put in it. Different types of dustbins have been put in the classrooms, laboratories and in the college campus.

Liquid waste management is also promoted as the discharged water (grey water) and rain water is sent to the medicinal garden and herbal garden. Water conservation is also followed in everyday action and students are encouraged to follow the same habit.

Students are actively indulged in activities such as best out of waste project, plantation of oxygen producing plants to make the society eco-friendly. With increasing involvement of students in the environment protection cum awareness programmes, they have become more sensitive towards environmental issues. The forementioned programmes are taken care by the Eco Protection Group and NSS wing of the college.

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

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

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

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:** 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 with trees and plants

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

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

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the** E. None of the above

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

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

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

**C. Any 2 of the above**

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

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

**To enrich and promote an inclusive environment for**

cultural, regional, linguistic tolerance, our college celebrates Holi, Diwali, Sawan, Christmas, Rakhi, Independence day, Republic Day, Yoga Day, Gandhi Jayanti etc. But due to the lockdown and pandemic, we were unable to celebrate many of the programmes.

In view to enrich students with language and communication skills, many online and offline activities like Essay competition, slogan competition, extempore etc. were conducted on various occasions such as Hindi Diwas, Gandhi Jayanti, Independence day and Republic Day in Hindi and English languages.

Department of History organised Poster competition and exhibition in which cultural heritage of India was displayed. Also, an awareness programme about our constitution, voting rights etc. were organised by the department of Political science.

On Independence day, Teachers' day and Republic Day, students performed many cultural programmes reflecting the social, cultural and regional diversities through songs, dances and mono acts. Due to covid-19, very few students (participants only) were allowed to come to college as per Govt. directions. These programmes were streamed on youtube, Zoom etc. Sawan Mahotsav, Rakhi competition etc were held online in which students participated enthusiastically.

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

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

Measure have been taken in the college for the students and staff regarding sensitization to their constitutional obligations. Constitution day is observed on 26th November. The department of Political Science takes the charge of organising programmes like poster competition, slogan writing etc. Madya-Nishedh Diwas -21 January is also observed to make our students socially responsible and sensitive.

The institution makes students aware about the fundamental rights, duties and Citizenship values. The Human and moral values and duties are being inculcated to the students.

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

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff** C. Any 2 of the above

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

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

Institution celebrates all calendar days including National and International commemorative days, events and festivals. In the beginning of the year, Academic calendar is prepared. Different departments celebrate various days like World water day, Earth day, Biodiversity day, International Women's day, International Yoga day, Sparrow day, Hindi diwas, World Heritage day etc. Apart from that, Independence Day, Republic Day, Gandhi Jayanti and other important calendar days are celebrated with full enthusiasm.

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

## 7.2 - Best Practices

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

Rajkiya Mahila Mahavidyalaya, Gulzarbagh, Patna has always been keen on providing the best academic environment to its students for their all round development and career growth. Life has been very hard in recent years across the world due to the outbreak of Corona pandemic. The frequent lockdowns imposed by the government in our country to restrain the disease crippled almost all the activities on the campus. But even during these difficult times, our college adopted innovative ways to keep the students in touch with the Institution and let the curricular, co-curricular and extra-curricular activities go on in a smooth and easy manner. Two best practices adopted by the college in this connection are---

1. Commencement of Online classes : The objective of this practice was to reach out to students who were stuck in their homes due to lockdown. Online platforms like Zoom ,Google Meet and whatsapp groups were used to meet the goal.

2. Organisation of Online webinars and cultural programmes. Main objective of this practice was to give the students an opportunity to listen to expert lectures of eminent scholars as well as to adhere to the Academic Calender even in the pandemic and help them in their personality development.

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

## 7.3 - Institutional Distinctiveness

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

200 words

Rajkiya Mahila Mahavidyalaya,Gulzarbagh,Patna is an important institute for the girls in Eastern Patna.The mission of this college is to empower young girls through quality education and holistic development of their personality. The college was established in 1973, with the ojective to provide low cost higher education to the girls of this socio economically and educationally challenged area of Patna.The aim of the college is to provide all the opportunities to its students for a multidimensional development of their personality.As decided and directed by the state government, Girl education is free for graduation courses. In the light of this order, not a single penny was taken by the college from the students.

NAAC

## 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

Rajkiya Mahila Mahavidyalay, Gulzarbagh, Patna-7 is the first Govt.college of Bihar which is affiliated to Patliputra University, Patna. It follows the syllabus and curriculum of Patliputra University. The college ensures effective curriculum delivery through a well planned documented process. The time table committee of the college has designed a master time table in which 21 classes have been allotted to each teacher per week. The distribution of theory classes and practical classes has been done in a manner that makes teaching efficient. The master time table is prominently displayed on the notice board on both floors of the building for convenience of our students. Teachers put in all efforts to teach students and complete the syllabus on time. Allocation of syllabus is done at the departmental level and kept in the departmental record. Extra classes are also arranged for the timely completion of syllabus. Apart from this, teachers provide notes and encourage students to refer to e-content and online study materials. During the pandemic, when the country was under lockdown, it was ensured by the college that the faculty members were available to the students through various e-platforms eg. ZOOM CLOUD MEETING and GOOGLE MEET. In addition, study materials were provided on whatsapp also.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	<a href="#">na</a>

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

The Institution makes every effort to adhere to the academic calendar. Right at the beginning of the session, the course is divided in such a way that the syllabus is finished in time. Papers are divided among the teachers at Departmental level for convenience in teaching. Lectures are delivered on the different topics in the syllabus and assignments are also given to keep the



students engaged in the learning process . Along with theory classes ,practical classes are also conducted on a regular basis so that the students do not have to face any kind of problem at the time of examination . Tutorial classes and extra classes are also taken for the benefit of slow learners. For the internal assessment ,rules of Patliputra University are followed with 15 marks for written test ,5 marks for assignment / project ,5 marks for seminars /quiz and 5 marks for punctuality and conduct . Continuous internal assessment is done by the faculty members through innovative methods .

Besides ,the college also maintains a calendar for the conduct of co-curricular and extra -curricular activities . The various activities are divided among the respective departments and they are responsible for getting them conducted on time . All important days related to environment ,biodiversity, population day ,women empowerment ,conservation etc. are celebrated . All efforts are made to make the students aware about the different social issues. Even in lockdown period ,virtual platform was used to perform all the activities . Highlights of Activities performed are also posted on college social media account and youtube .

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

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

**C. Any 2 of the above**

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

## 1.2 - Academic Flexibility

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

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

N.A

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

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

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

04

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

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

10

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

10	
File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>
<b>1.3 - Curriculum Enrichment</b>	
1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	
<p>Rajkiya Mahila Mahavidyalaya, Gulzarbagh, Patna follows syllabus prescribed by Patliputra University. The college offers Undergraduate courses in Arts and Science streams which address Gender, Environment and sustainability, Human Values and Professional ethics. Some subjects offer full paper and some subjects offer topics related to these areas. The aforesaid issues are covered in the following course syllabus.</p> <p>Gender related issues - Hindi Honours ( B.A.)- In the third year course one full paper (6th paper) is dedicated to this topic, i.e. " DALIT SAHITYA AUR STREE VIMARSH" . A chapter titled "GRAHAN" addresses women's problems in society in 3rd paper of the 2nd year of Urdu Honours.</p> <p>Environment and Sustainability - One full paper named Environmental Biology in the 3rd year of Botany Honours.</p> <p>Human Values - There is a chapter in Philosophy Honours-2nd year titled "MORAL AND SOCIAL PHILOSOPHY". Many topics concerning human values like Taubatar Nasuh, Shaure Adab and Sarmaye Adab in B.A. Urdu Honours.</p> <p>Professional Ethics - IN B.A. Honours -Part III (Philosophy) the students are taught a paper named "NATURE OF ETHICS AND ETHICAL CONCEPT".</p>	

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

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

01

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

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

17

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 1.4 - Feedback System

<b>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni</b>	<b>C. Any 2 of the above</b>
File Description	Documents
URL for stakeholder feedback report	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<b>No File Uploaded</b>
Any additional information(Upload)	<a href="#">View File</a>
<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>C. Feedback collected and analyzed</b>
File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
URL for feedback report	<b>Nil</b>
<b>TEACHING-LEARNING AND EVALUATION</b>	
<b>2.1 - Student Enrollment and Profile</b>	
<b>2.1.1 - Enrolment Number Number of students admitted during the year</b>	
<b>2.1.1.1 - Number of sanctioned seats during the year</b>	
<b>2697</b>	
File Description	Documents
Any additional information	<b>No File Uploaded</b>
Institutional data in prescribed format	<a href="#">View File</a>
<b>2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)</b>	

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

1271

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

**2.2 - Catering to Student Diversity**

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

The Institution is committed to the academic advancement of students to prepare them for the challenges of the modern competitive world. Regular classes were disrupted during the past two years due to the outbreak of Covid-19 and often we had to switch to online mode to conduct the classes and keep the academic session on time. But still along with the routine classes, special classes and tutorials were constantly organised to keep the slow learners at par with the advanced learners. Assignments were also given to them to keep them engaged in their pursuit of learning. Besides unit tests, surprise tests were also conducted. The students were in regular touch with the teachers through online platforms such as Zoom, Google Meet and Whatsapp groups and had their problems sorted out anytime during the day.

Study notes and related materials were also provided to them in pdf format in the whatsapp groups to speed up the learning process and make things easier to them. Besides, many webinars and special lectures were also organised to enlighten the minds of students and develop in them the ability to think logically and critically.

Programmes were also organised to provide mental relief to students from stress caused by the pandemic.

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

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

Number of Students	Number of Teachers
1865	21

File Description	Documents
Any additional information	No File Uploaded

**2.3 - Teaching- Learning Process**

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

The college has always promoted a healthy and effective teaching-learning mechanism. The students are engaged in different kinds of creative and usefull activities, like group discussions, assignments, webinars etc. The Institution focuses on various student centric activities for grooming their personality. In practical classes the students get hands-on training in the concerned subjects. During Covid pandemic the usage of Online classes has been introduced.

Mentoring system is carried out in departments under which the assigned teacher provide personalized mentoring to the students in form of academic support, psychological support, career development guidance and so on.

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

Due to pandemic the regular teaching- learning process got severly disrupted. In order to maintain the smooth flow of the overall academic process, teachers are prepreparing e-contents. For smooth and effective ICT based teaching ,an uninterupted 10 mbps wi-fi internet connectivity has been provided in the campus.

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

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

#### 2.3.3.1 - Number of mentors

21

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

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

21

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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

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



<b>14</b>	
File Description	Documents
Any additional information	<b>No File Uploaded</b>
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>

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

#### 2.4.3.1 - Total experience of full-time teachers

<b>21</b>	
File Description	Documents
Any additional information	<b>No File Uploaded</b>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

### 2.5 - Evaluation Process and Reforms

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

**Mechanism of internal assessment is transparent and robust in terms of frequency and mode .In one academic session, internal assessment is done by taking four unit tests /oral test or quiz of 20 marks each .Out of these four tests, students are required to be present in at least 3 of the tests.**

**Frequency of tests - Quarterly mode of taking test has been kept flexible and respective departments take the test as per their convenience ,ether by framing an objective set of question paper or it can be taken in the form of quiz or oral test can also be taken .The purpose behind these to keep them regular and update in their learning .This type of regular internal assessment creates an environment of regularity and sincerity . A creative academic environment enriches and influences the academic level.**

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

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

#### Redressal of grievances at institute level:

**Departmental Level:** The continuous evaluation of students is carried out by faculty regarding theory lectures, assignments and internal assessments. Query, if any, is discussed with the faculty and HOD. **College Level:** The college has an Examination committee for smooth conduct of the examinations. If students are facing any problem, those are solved at the college level. The grievances during the conduct of examinations are considered and discussed in consultation with the principal and if necessary, forwarded to the university by examination section for which the students are thoroughly guided for the procedure of the redressal of grievances, which can only be done at the University level. **Redressal of grievances at University level:** The queries related to results, corrections in mark sheets, other certificates issued by university are handled at examination section after forwarding such queries through the college examination section. Students are allowed to apply for recounting by paying necessary processing fee to university, if they are not satisfied with their result.

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

## 2.6 - Student Performance and Learning Outcomes

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

Yes, Students and Teachers are aware of the Programme and courses offered by the institution. The details of programmes offered are displayed on university, college website and the advertisement of admission by the university in the news paper etc.

The college website displays the course details and curriculum and

learning outcome of programme and courses are uploaded.

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

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

The program outcomes and program specific outcomes are assessed with the help of course outcomes of the relevant courses through direct and indirect methods. Direct methods are provided through direct examinations conducted by the university at the end of the session. As far as indirect methods are to be explained, it includes assignments which are given at the end of each module. Class discussions also help the teachers to evaluate the level of understanding of the students. Moreover, various speech and debate competitions are organized, where students present their view point on a particular topic, which also indicate the way the students have understood the topic. Alumni surveys are also an important part of the evaluation. It helps to make sure that the course is relevant with the passage of time if changes are made accordingly.

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

307

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

## 2.7 - Student Satisfaction Survey

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

<https://www.gwcgulzarbagh.ac.in/PDFR/GWC-SSS-2020.pdf>

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

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

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

0

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

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

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

0

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

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

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

15

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

### 3.2 - Research Publications and Awards

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

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

0

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

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

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

0

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

**3.3 - Extension Activities**

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

Due to Covid challenges, extension activities were seized, but through online webinars students were sensitized on various issues like women empowerment, domestic violence, role of female in sustainable environment and ecosystem restoration etc. Topics of webinars were decided in the way to sensitize students and meet the challenges.

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

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

0

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

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

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

0

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

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

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

0

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

**3.4 - Collaboration**

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

0

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

### 3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

1

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

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

The college has adequate availability and optimal utilization of physical infrastructure as it is linked to the vision of the college. College is having fifty one computers for the use of teaching -learning.

Laboratories are well equipped with six computers.

Facility of Wi-Fi is free for all students, teachers and college staffs.

Classroom - There are twenty class rooms and two seminar halls in our own new campus with Fans, Lights, Boards, Benches and ICT



facilities.

There is ample space for outdoor sports. Carrom boards, Chess boards, Badminton rackets, shuttle corks etc sports articles are available for the students.

College has three RO systems for clean and safe drinking water for students, teachers and college staffs.

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

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

Our institution has adequate facilities for cultural activities, sports (indoor and outdoor games), Yoga etc. Annual sports are celebrated every year with much gaiety and fervour. Students are provided with carrom, badminton and chess to practice and participate. Javelin, Discus and Shotput is available for practice and participation. Various races, such as 100 metres, 200 metres and fancy race sack race, three-legged race etc. are conducted.

Kabaddi and kho-kho games were included in sports in the year 2014-2015. Since then girls are being trained by State level players. It was initiated by Sri Vibhas Kumar earlier. Girls are being trained in karate by black belt Pinky Singh, an ex-student of our college. Girls are also being trained in 'Zumba', 'Drill', and 'Yoga'. They were also trained in Fencing. Our students also participated in State level and National level base-ball tournaments. They also took part in inter college state sports-championship. (Karate, wrestling etc.) and won medals.

Yoga practice is a regular phenomenon of our college. Students and teachers also participate in full swing. Great emphasis is being given on cultural activities in our institution. Our students participate in college and University level cultural activities and win prizes in Dance, Music, Elocution, Debate, Rangoli etc.

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

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

1

##### 4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

1

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

7.1

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

<b>4.2.1 - Library is automated using Integrated Library Management System (ILMS)</b>	
<b>AUTO LIB - FULLY AUTOMATED - FROM 2016</b>	
<b>File Description</b>	<b>Documents</b>
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil
<b>4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources</b>	<b>E. None of the above</b>
<b>File Description</b>	<b>Documents</b>
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded
<b>4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)</b>	
<b>4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)</b>	
0.48555	
<b>File Description</b>	<b>Documents</b>
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)	<a href="#">View File</a>
<b>4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)</b>	
<b>4.2.4.1 - Number of teachers and students using library per day over last one year</b>	

<b>10</b>	
File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>
<b>4.3 - IT Infrastructure</b>	
4.3.1 - Institution frequently updates its IT facilities including Wi-Fi	
<p>College has adequate number of computers and printers with Wi-Fi facility at campus. Wi-Fi facility is accessible to students, teachers and staffs of the college through their personal ID and password. This facility is provided by Government of Bihar under the policy of "Saat Nishchay". It is completely free service. To ensure safety of students, teachers, staffs and college belongings, CCTV cameras have been installed.</p>	
File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
<b>4.3.2 - Number of Computers</b>	
<b>51</b>	
File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded
<b>4.3.3 - Bandwidth of internet connection in the Institution</b>	<b>C.10 - 30MBPS</b>
File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

#### 4.4 - Maintenance of Campus Infrastructure

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

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

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

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

Being a Government College, annual fund is received from the State govt. and then it is utilized.

**LABORATORY-** There are well equipped laboratories in our college. They are maintained by the funds received from UGC. Requirements are taken from the respective departments. Purchase committee of the college supervise all the process of purchase like quotation opening, rate and other formalities. Record of maintenance account is maintained by Lab technicians, Lab-in-charge and supervised by HOD; s respective departments.

**LIBRARY-** The requirement and list of books is given by every department and approved by the principal. For purchase of Journals or membership, departmental request is sent to the concerned committee. .

**Sports Complex-** Now the college has been shifted in its own building, there is ample space for outdoor sports. Dress, sports articles, remuneration of coach, certificate, medals, prizes and others are maintained from college development fund.

**Computer-** There is a big computer lab consisting of 23computers. Maintenance of all these is done from college development fund.

**Classroom** - There are twenty class rooms and two seminar halls in our own new campus. Fans, Lights, Boards, Benches are there in all classrooms as per requirement.

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

184

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

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded
<b>5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills</b>	<b>B. 3 of the above</b>
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
<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
0	
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
0	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded
<b>5.1.5 - The Institution has a transparent mechanism for timely redressal of student</b>	<b>B. Any 3 of the above</b>

**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

2

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

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

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

26



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

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

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

0

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

**5.3 - Student Participation and Activities**

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

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

0

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

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

There are so many bindings as it is a Government college. There is no student council in the college, so there is no representative from students in academic and administrative bodies. Different committees have also been formed in the institution but there is no student representative . however in College programmes active students are involved according to the need by various committees. These students may be of any stream, from NSS or NCC. Active participation of students make all the functions organized in the college very well.

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

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

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

0

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

Our college has an Alumni association named RAJNANDINI. It was formed on the eve of World Environment Day-2021. But it has not been registered yet. It supports us in other activities of college excluding financial support.

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

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

File Description	Documents
Upload any additional information	No File Uploaded

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

The vision and mission of our college is to accord respect to each individual and work for the personal and professional growth and empowerment of all. It aims to seek and involve the contribution of everyone for the holistic development of college and society. The Principal is the guardian of the college and she supervises and looks after all the work in a very energetic and efficient manner. An advisory committee is there to aid and assist the Principal to take all the policy decisions. Other committees are also there to carry out different works related to college such as purchase committee, Cultural committee, Sports committee, Magazine committee etc. Teachers are also appointed as in-charge and given various responsibilities such as Admission in-charge, Time-Table In charge, NCC in-charge, NSS in-charge, Examination in-charge etc. Classes are allotted to the teachers in the overall time table but the Departments are free to distribute the syllabus among the teachers and conduct tests on their own. Co-curricular and extra-curricular activities are also carried out by the concerned Departments with the help and support of all. Opinions of the students are also sought regarding their problems and facilities and efforts are made to

remove all their grievances. All the students are actively involved in the organization of various programmes and their participation makes everything so commendable and praiseworthy.

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

Our college is a shining example of effective leadership which is visible in all institutional practices. It has a sound mechanism for deputing authority and giving operational autonomy to work towards decentralized governance system. All policy decisions of the college are taken by the Advisory Committee under the leadership of the Principal. Decision taken by the committee is then implemented by the college. Faculty members are also given freedom in their departmental matters. They are also actively involved in carrying out various other responsibilities either as members of the various committees which have been formed for the smooth functioning of the college, or they are given important responsibilities by being made the in-charge such as Admission in-charge, NSS in-charge, Examination in-charge etc. The IQAC cell of the college monitors activities of all committees and establishes co-ordination between these. Students are also encouraged to involve themselves in the various activities of the college. Meeting of all committees and IQAC cell is called on a regular basis. The contribution of non-teaching staff is also not less in the proper functioning of the college. They are also assigned responsibilities according to the need.

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 institution focused towards the key areas of academic enhancement and student support and progression . During the period of the Covid -19 2nd wave ,it was a challenge for the college to continue the academic works and smooth running of classes .The dedication of teachers made it easier for the students through online -digital platform like Zoom , Google meet and whatsapp group.

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.

Being a government college, all the rules and regulations related to appointment and service is followed as per the norm of government. Vacancies are sought ,advertised in newspapers as per requirement.Number and types of employees needed are recruited by government of Bihar. Teaching faculties are Ex-cadre with UGC pay scale in Bihar Education Service,assigned with one designation "Assistant Professor".

The smooth functioning of the college is supported by a number of committees and cells.The advisory committee is the decision making body of the college . The service condition of the college teachers of the college is still awaited . Thus the role of advisory committee is very important.

The IQAC is a vital part of the college system that works towards realization of the Goals of quality enhancement and quality sustenance in the institution . There are many functional committees and cells monitoring and working in the various sphere of the institution Some of the prominent committees includes Admission committee ,Examination committee ,Sports committee , Cultural committee ,Discipline committee, Student welfare committee , Eco-protection group , Science activities group ,and

Anti- ragging cell. All these committees have active teachers. The in-charge of the committees have regularly reviewing developmental pursuits in the concerned area.

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

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

Being a Government College ,there is no other mechanism for welfare measures of teaching and non -teaching staff apart from the rules and regulations provided by the government.

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

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

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

0

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

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

0

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

**6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)****6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

0

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

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

As per government rule yearly confidential report of each and every teaching and non-teaching staff is prepared by the head of the Institution.

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

Internal audit is done to evaluate an organisation's operation. Internal audit is done by DDO and accountant. By external audit, financial statement is much more credible. College has got its account externally audited upto 2016. Audit is done by government agency or any other agency deputed by the government.

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



**6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)****6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)**

0

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

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

Funds are utilized as per rules and guidelines given by Govt. of Bihar. This fund is utilized in infrastructural development, academics and other work orders laid under rules.

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**

**IQAC plays a very important role in making strategies and processes. College academic activities did not stop inspite of corona pandemic challenge. College organized special lectures through webinars on various topics throughout the year. The purpose behind this was to enhance the academic quality and to sensitize them with various issues such as sanitization and hygiene, women empowerment and their rights, Indian culture and tradition, environment issues etc.**

**Despite pandemic spread, academic environment was maintained through Online classes and also all the extra curricular**

activities were organised in online mode. These activities were the new experience for students as well as teachers to adopt the new technologies and how to use them.

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

Institution reviews its teaching learning process at periodic intervals. Slow learners are identified and mentoring is done by respective subject teachers. Counselling cell and Grievance redressal cell resolve all the issues through personal interaction.

The students are encouraged to participate in all the curricular and extra curricular activities. They are also made aware about the outcome of the programmes and opportunities.

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

Gender equity is treating both men and women equally, giving them equal rights and opportunity. Hence in order to promote gender equity and gender sensitization, several programmes and activities were conducted in the college. The aim of these programmes were to make the students realize their worth and to manage their lives.

Essay competition, painting competition, lectures on gender sensitization etc. were held to embed in themselves the awareness of their rights and significance.

In view of safety and security of students CCTV cameras and guards are provided within the campus. For self defence, students are given Karate training.

Alongwith this common room and infirmary are also available for students. Students are also provided counselling when they needed. Anti-harassment cell is also there to help them when needed. Students are guided about crimes held against female and the way out to those problems.

Facilities available in the college :

1. Common room
2. Infirmary
3. Counselling

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

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

C. Any 2 of the above

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

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

Solid waste management is followed. For this a solid waste management pit has been made in the new campus of the college. All dry solid wastes which are biodegradable, are put in it. Different types of dustbins have been put in the classrooms, laboratories and in the college campus.

Liquid waste management is also promoted as the discharged water (grey water) and rain water is sent to the medicinal garden and herbal garden. Water conservation is also followed in everyday action and students are encouraged to follow the same habit.

Students are actively indulged in activities such as best out of waste project, plantation of oxygen producing plants to make the society eco-friendly. With increasing involvement of students in the environment protection cum awareness programmes, they have become more sensitive towards environmental issues. The forementioned programmes are taken care by the Eco Protection Group and NSS wing of the college.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded
<b>7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus</b>	<b>D. Any 1 of the above</b>
File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded
<b>7.1.5 - Green campus initiatives include</b>	
<b>7.1.5.1 - The institutional initiatives for greening the campus are as follows:</b>  <b>1. Restricted entry of automobiles</b> <b>2. Use of Bicycles/ Battery powered vehicles</b> <b>3. Pedestrian Friendly pathways</b> <b>4. Ban on use of Plastic</b> <b>5. landscaping with trees and plants</b>	<b>B. Any 3 of the above</b>
File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	No File Uploaded
<b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b>	
<b>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the</b>	<b>E. None of the above</b>

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

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

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

C. Any 2 of the above

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

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

To enrich and promote an inclusive environment for cultural, regional, linguistic tolerance, our college celebrates Holi, Diwali, Sawan, Christmas, Rakhi, Independence day, Republic Day, Yoga Day, Gandhi Jayanti etc. But due to the lockdown and pandemic, we were unable to celebrate many of the programmes.

In view to enrich students with language and communication skills, many online and offline activities like Essay competition, slogan competition, extempore etc. were conducted on various occasions such as Hindi Diwas, Gandhi Jayanti, Independence day and Republic Day in Hindi and English languages.

Department of History organised Poster competition and exhibition in which cultural heritage of India was displayed. Also, an awareness programme about our constitution, voting rights etc. were organised by the department of Political science.

On Independence day, Teachers' day and Republic Day, students performed many cultural programmes reflecting the social, cultural and regional diversities through songs, dances and mono acts. Due to covid-19, very few students (participants only) were allowed to come to college as per Govt. directions. These programmes were streamed on youtube, Zoom etc. Sawan Mahotsav, Rakhi competition etc were held online in which students participated enthusiastically.

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

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

Measure have been taken in the college for the students and staff regarding sensitization to their constitutional obligations. Constitution day is observed on 26th November. The department of Political Science takes the charge of organising programmes like poster competition, slogan writing etc. Madya-Nishedh Diwas -21 January is also observed to made our students socially responsible and sensitive.

The institution makes students aware about the fundamental rights , duties and Citizenship values . The Human and moral values and duties are being inculcated to the students.

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

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

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

Institution celebrates all calendar days including National and International commemorative days, events and festivals. In the beginning of the year, Academic calendar is prepared .Different departments celebrate various days like World water day, Earth day, Biodiversity day, International Women's day, International Yoga day, Sparrow day ,Hindi diwas, World Heritage day etc. Apart from



that, Independence Day, Republic Day, Gandhi Jayanti and other important calendar days are celebrated with full enthusiasm .

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

## 7.2 - Best Practices

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

Rajkiya Mahila Mahavidyalaya, Gulzarbagh, Patna has always been keen on providing the best academic environment to its students for their all round development and career growth. Life has been very hard in recent years across the world due to the outbreak of Corona pandemic. The frequent lockdowns imposed by the government in our country to restrain the disease crippled almost all the activities on the campus. But even during these difficult times, our college adopted innovative ways to keep the students in touch with the Institution and let the curricular, co-curricular and extra-curricular activities go on in a smooth and easy manner. Two best practices adopted by the college in this connection are---

1. Commencement of Online classes : The objective of this practice was to reach out to students who were stuck in their homes due to lockdown. Online platforms like Zoom ,Google Meet and whatsapp groups were used to meet the goal.

2. Organisation of Online webinars and cultural programmes. Main objective of this practice was to give the students an opportunity to listen to expert lectures of eminent scholars as well as to adhere to the Academic Calendar even in the pandemic and help them in their personality development.

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

### 7.3 - Institutional Distinctiveness

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

Rajkiya Mahila Mahavidyalaya, Gulzarbagh, Patna is an important institute for the girls in Eastern Patna. The mission of this college is to empower young girls through quality education and holistic development of their personality. The college was established in 1973, with the objective to provide low cost higher education to the girls of this socio economically and educationally challenged area of Patna. The aim of the college is to provide all the opportunities to its students for a multidimensional development of their personality. As decided and directed by the state government, Girl education is free for graduation courses. In the light of this order, not a single penny was taken by the college from the students.

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

The College is one of the best institutions not only in its vicinity but it keeps place in some of the best institutions of the Capital.

This is the need of the hour to introduce to students some more innovative and concurrent issues. The paramount and vital issue is - a sustainable society, country and the world. For this, it is imperative to make the students aware about conservation of Environment, Energy, Water Resources as well as issue of increasing population. This awareness will lay the foundation of their safe, secure, happier and brighter future.

. Commitment to achieve academic excellence at par to make our

student a strong pillar of our society .

. Promotion of ICT and online learning for students to combat the National and International standard of study and jobs.

. Commitments towards effective governance for making our college a model institution .Easy access to our Students , Alumni for their needs in spite of many challenges.

Therefore, in the coming year (2021-22), different committees (Student Welfare, Environment Protection Group, NSS) and departments of the college will organize Debate, Essay, Poster, Model Building competitions besides Workshops and Seminars on Sustainable Development of above issues.