



SACHCHIDANAND COLLEGE

(A Constituent Unit of Veer Kunwar Singh University, Ara)

Email ID: sncollege1504@gmail.com || Website: www.sncollegeshahmalkhairadeo.org

SELF STUDY REPORT -2016

For

IIND. CYCLE ASSESSMENT AND ACCREDITATION



Submitted To

NATIONAL ASSESSMENT ACCREDITATION COUNCIL, BANGALORE

राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद

(An Autonomous Institution of the University Grants Commission)

SELF STUDY REPORT (SSR)
of
SACHCHIDANAN COLLEGE, SHAHMAL KAIRA DEO
(A Constituent unit of Veer Kunwar Singh University, Ara)
(Established on 01.07.1970)

BALTHARI, ROHTAS, (BIHAR) INDIA PIN - 821107

for

Ist. CYCLE ASSESSMENT & ACCREDITATION

By

NATIONAL ASSESSMENT & ACCREDITATION COUNCIL

(NAAC)



S.N. COLLEGE (SELF STUDY REPORT) – 2016

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Dr. Sunil Kumar
Co-ordinator
NAAC Steering Committee

PROF.RAM ASHISH ROY
(PRINCIPAL)

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Acknowledgement

The preparation of this Self Study Report provided me an opportunity to analyze our Strength, Weaknesses, Opportunities and Challenges in context of the five core values set by the highest assessment and accreditation body of our country, the NAAC. Myself with the help of NAAC steering committee collected data, information and analyzed the whole mechanism of knowledge transaction of our college in context of the five core values of NAAC i.e (i) Contributing to National Development (ii) Fostering global competencies among students (iii) Inculcating value system among students (iv) Promoting the use of Technology and (v) Quest for excellence, this task gave us realization for commitment to strengthen this institution as per the seven criteria of NAAC, Thus helping us to meet the expectations of all the stakeholders in a better way.

This report is the outcome of the collective efforts of the entire college community. I highly appreciate the deep involvement and sincerity as well as collaborative efforts of the entire NAAC steering committee members. I would like to thank the followings for their contribution without which this report could never have been created.

An umpteen number of meetings were held by the NAAC steering committee to consolidate the data and discuss the various issues and the strategy to pursue this gigantic task with success: Prof. Ram Ashish Roy our principal's exemplary zeal and commitment was source of constant inspiration and made this accomplishment possible. His valuable guidance and suggestions have helped to give a final shape to this report.

Last but not the least I convey my heartiest thanks to all the teaching and non-teaching staff for their timely help and support. I am truly grateful and thankful to all the known and unknown hands that made this report possible.

(Dr. Sunil Kumar)
Co-ordinator,
NAAC Steering Committee.
Sachchidanand College, Shahmal Kaira Deo, Rohtas



NAAC STEERING COMMITTEE

In pursuance of NAAC Assessment and Accreditation and to prepare Self Study Report (SSR) a seven member committee has been constituted.

01. Prof. Ram Ashish Roy	(Principal)	- Chairman
02. Dr. Sunil Kumar	(Mathematics)	- Co-ordinator
03. Dr. R. B. Chaudhary	(Pol. Science)	- Member
04. Dr. Uma Shankar Singh	(Chemistry)	-Member
05. Dr. Umesh Kumar Roy	(Zoology)	-Member
06. Prof. Tej Narayan Singh	(Economics)	-Member
07. Prof. Rameshwar Singh	(Mathematics)	-Member



A. _____ Preface

S.N. College, Shahmal Kaira Deo is one of the oldest colleges of Rohtas District. This college is a constituent and multi-disciplinary unit of V.K.S.U, Ara. It has also permanent affiliation under Section 2(f) and 12(b) of UGC Act. Our college is imparting education on Intermediate and Graduation (Hons.) level in Science, Art and Vocational subjects. This college has its own

building and huge campus for all-round development of the students of the college.

I feel a sense of relief and satisfaction to know that the college is gearing up for **Ist. Cycle Assessment & Accreditation by NAAC**. It is not only desirable but also mandatory to replace the old order and system and replace it with the new. Today it is a great challenge to transform our human resources into wealth as academically sound, professionally skilled and socially responsible, environmentally conscious and equips them to compete in a multi cultural environment. We have taken meticulous efforts in materializing our vision and mission.

I believe in the principle of participative management, where every member of the institute from menial staff to top management contributes their mite for the development of the institution. This ‘Self Study Report’ is the result of the perseverant grit and passion of the teaching and non-teaching staff of the college, who worked day and night. I extend my heartfelt thanks and gratitude to all the teaching, non-teaching and administrative staff of this college who contributed in the preparation of this SSR. I specially congratulate Dr. Sunil Kumar, Coordinator NAAC Steering Committee and Prof. Manwendra Nath Rai, Bursar for their untiring, dedicated and sincere efforts.

I take this opportunity to convey my gratitude to the Management of our college, the administrative staff as well as the support staff for assisting me wholeheartedly in fulfilling our stated vision of “Empowerment through Education” and thereby make this institution a center for excellence in the global context.

Hope we shall have the pleasure of hearing soon from you on your decision on Peer Team Visit for Inspection.

(Prof. Ram Ashish Roy)

Principal,

SCHCHIDANAND COLLEGE, SHAHMAL KAIRA DEO.

B .EXECUTIVE SUMMARY

About Location of College : ROHTAS

Glimpses of S.N. COLLEGE

Criteria-wise Executive Summary – SWOC Analysis

STRENGTH

WEAKNESS

OPPORTUNITIES

CHALLENGES

GLIMPSES of S.N.COLLEGE, SHAHMAL KAIRA DEO, ROHTAS

Rohtas has an old & interesting history. In pre-historic days the plateau region of the district has been the abode of aboriginals whose chief representatives now are the Bhars, the Cheers and the Oraons . According to some legends the Kherwars were the original settlers in the hilly tracts near Rohtas.The Oraons also claim that they ruled over the area between Rohtas and Patna. The local legend also connects king Sahasrabahu with Sasaram, the headquarter of Rohtas district. It is believed that Sahasrabahu had terrible fight with Saint Parsuram, the legendary Brahmin Protector, as a result of which Sahasrabahu was killed. The term Sahasram is supposed to have been derived from Sahasrabahu and Parsuram. Another legend connects the ROHTAS hill to Rohitashwa, son of Raja Harishchandra, a famous king who was known for his piety and truthfulness.

The District of ROHTAS formed a part of the Magadh Empire since 6th B.C. to 5TH Century A.D. under the pre Mauryans. The minor rock edict of Emperor Ashok at Chandan Sahid near Sasaram confirmed the Mauryans conquests of this district. In the 7th Century A.D. This district came under the control of Harsha rulers of Kannauj.

CRITERION I: CURRICULAR ASPECTS

S.N.COLLEGE, SHAHMAL KAIRA DEO was established by the local people of the area with a vision that it will disseminate the knowledge of higher education among the needy section of the society and will become a frontrunner in teaching, learning and research, so that the fullest potential of the students will develop enabling them to compete with modern day challenges and opportunities, along with the quality of leadership that may

inspire them to work for the advancement of the society and the nation. As the college is affiliated to Veer Kunwar Singh University, Ara, the regular curriculum and the syllabi of the courses are designed by the university and college strictly follows the prescribed regulation for smooth implementation. The role of college in course designing and syllabus preparation is limited to occasional suggestion, as and when sought for. Presently, the college has three faculty members from the department of Political Science and Psychology in the Courses and Curriculum Studies of the university. For proper implementation of the curriculum, the college has developed specific plans and programmes. The responsibilities for implementation of the academic curriculum are entrusted on IQAC, Academic Council, Admission board and Routine Committee, Examination Boards and Departmental meetings. Before the commencement of each academic session, the principal of the college constitutes the Admission and the Routine committee to look into the details of the admission procedure and allotment of classes, respectively. Similarly, for the timely publication of the Prospectus along with the Academic Calendar and Student Diary, the principal entrust the responsibility to a few faculty members. The General Daily Class Routine and Academic Calendar are prepared in conformity with the Academic Calendar of the University. Accordingly, each department of the college has the basic responsibility for allotment of classes along with distribution of the course plan and timely completion of the course. The Academic Council of the college is entrusted with the responsibility to prepare the whole academic plan of the college. The evaluation and the examination system of the college is conducted by the Examination board as per the guidelines of the parent university.

The college facilitates innovative teaching, learning process through seminars / workshops based on the curriculum, audio-visual mode of teaching, study tour / excursion / field – work, projects – works survey – work, up-gradation of ICT based learning resources, use of library and modernization and upgradation of laboratories.

— CRITERION II: TEACHING-LEARNING AND EVALUATION

The admission of students to various courses is done according to the guidelines of the University and the Government. A large number of students come from economically weaker backgrounds. Sports persons are given special incentives and have won laurels for the college. The college makes special provisions for differently abled students. The admission process is well publicized, documented and is transparent. The faculty through their interactions with students make efforts to find out students clarity on concepts. Remedial teaching is organised for weaker students. Advanced learners are guided to excel. Teachers use various interactive and innovative teaching methods to make the process of teaching learning interesting and learner centred. The college enforces strict discipline within the college. Teaching plans, infrastructure requirement, methods of teaching, co-curricular and extracurricular activities and improvements which can be

made in this institution are discussed in staff meetings and IQAC meetings and suggestions given are considered and implemented by the Local Managing Committee. Feedback received relating to the teaching learning process is used in a constructive manner. Special emphasis is laid on organising field visits, seminars and inviting guest speakers. Efforts are made to focus on issues of gender, inclusion and the environment by organising workshops and lectures and discussing these issues with the students in the class room. The library has played a key role in this learning process by making available a wealth of challenging opinions and an exposure to recent debates. A considerable amount of monetary support is provided to the library to purchase books, journals and infrastructure. The college aims at inculcating the following attributes amongst the students during the course of their study in the college such as thorough knowledge of the subject, environmental consciousness, good character, leadership qualities, responsible citizenship, patriotic attitude, commitment to human rights and a gender sensitive attitude.

CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION

The importance of quality education and enhancement of quality teaching at S.N.COLLEGE, SHAHMAL KAIRA DEO, Rohtas is supported by research and development in the allied areas. The admission of students to various courses is done according to the guidelines of the University and the Government. A large number of students come from economically weaker backgrounds. Sports persons are given special incentives and have won laurels for the college. The college makes special provisions for differently abled students. The admission process is well publicized, documented and is transparent. The faculty through their interactions with students make efforts to find out students clarity on concepts. Remedial teaching is organised for weaker students. Advanced learners are guided to excel. Teachers use various interactive and innovative teaching methods to make the process of teaching learning interesting and learner centred. The college enforces strict discipline within the college. Teaching plans, infrastructure requirement, methods of teaching, co-curricular and extracurricular activities and improvements which can be made in this institution are discussed in staff meetings and IQAC meetings and suggestions given are considered and implemented by the Local Managing Committee. Feedback received relating to the teaching learning process is used in a constructive manner. Special emphasis is laid on organising field visits, seminars and inviting guest speakers. Efforts are made to focus on issues of gender, inclusion and the environment by organising workshops and lectures and discussing these issues with the students in the class room. The library has played a key role in this learning process by making available a wealth of challenging opinions and an exposure to recent debates. A considerable amount of monetary support is provided to the library to purchase books, journals and infrastructure. The college aims at inculcating the following attributes amongst the students during the course of their study in the college such as thorough knowledge of the subject, environmental

consciousness, good character, leadership qualities, responsible citizenship, patriotic attitude, commitment to human rights and a gender sensitive attitude.

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

The college has adequate physical infrastructure, it is spread in 15.0 Acres of campus with 13935.456 Sq.mtr. built-up area with sufficient number of lecture theatres, Lab. Seminar complex, Sports space, Horticulture, Alternative power supply facility, clean drinking water and wash-room facility, Smart class. we also have canteen and health centre with small Medical/First – Aid facilities. We have also got solar plate under the unconventional power facilities.

The central college library has a collection of 21000 books, 30 volumes of journals. It has been carrying out all its routine functions through automated operations with OPAC and bar coded facilities. The Library strives to maintain on active collection that is heavily used. Another 10 e-journals and 107807 e-books are available to students and faculty remotely through the NLIST programme of INFLIBNET.

The college campus is Wi-Fi enabled. Computer and Internet facility is available to all students and faculty members. A number of licensed softwares and customized packages are being used for teaching and management purposes. The college has made adequate provisions for maintenance of the IT infrastructure and the basic amenities in the college. There is a girl's hostel under construction, due to lack of fund. The college publishes its prospectus and bulletin regularly. The website is regularly updated and it carries much major information required by the students and other stakeholders. The Career Counseling Cell helps the students in choosing the right career for their future. The greenery of the college campus is maintained.

CRITERION V: STUDENT SUPPORT AND PROGRESSION

The college official website, www.sncollegeshahmalkhairadeo.org, and college information Brochure provides relevant informations to stakeholders. Welfare schemes for students include financial assistance/scholarships from central/state govt. other national agencies (about 70-80% beneficiaries), reservation in admission, remedial coaching, railway concessions, freeships/ half-freeships for tuition fees on merit-cum-means basis, and assistance to needy students. Opportunities/facilities for career counseling, publication in the College magazines, and participation in sports, NSS and cultural activities enable students to develop themselves as worthy Indians. The alumni of this college have a good success-record in competitive examinations for administrative posts in government offices and in academic institutions. Academic, personal, career and psychological counseling is offered by Career and Counseling Cell, Psycho – Socio Cell. The College has adopted the UGC

Regulations on curbing the menace of ragging in higher educational institutions and has constituted an Anti-Ragging Committee governed by the senior staff members of the College.

Our results are good every year, result in almost all subject is 90% to 100%. Progression to higher education in the last four years is above 35-40% for B.A and 45 – 55% in BCA, BBA and above 70% for B.Sc. Students. At least 20% find employment in govt. offices. Special supports provided to students who are at risk of failure / drop-out, include concessions offered to economically backward students / tutorials/discussions /remedial coaching / personal, academic, social counseling/concept clarification / problem solving exercise / bilingual explanation / simple but standard course material/ revision / enhancement of communication skills art of reading-learning/ trial tests / mock examination. The formation and role of the student's union strictly follows the statute of Veer Kunwar Singh University, Ara. It maintains a concordant atmosphere, promotes the academic environment in the campus, brings the grievances of the students to the notice of the authorities and creates a link between administration and students. Most of its financial requirements are met by the college. There are representatives of the students' union in important academic and administrative bodies for development quality sustenance and enhancements.

CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT.

Since this college is a constituent unit of Veer Kunwar Singh University, Ara the major affairs regarding of policy, examination, course curriculum and personnels are managed by university. The vision of the College is 'to become and remain the leading Institute of the day'. Through the concerted efforts of the Management, Principal, Staff and students, the College has successfully made a place for itself among the premier Institutions of the region. Under the effective administrative leadership, the College has grown from strength to strength. The Managing Committee is the main governing body which believes in running the College through collective participation of all stakeholders in Institutional affairs. A decentralized system is followed and different committees such as IQAC, Steering Committee, Time Table Committee, Admission Committee, Purchase Committee, Examination Committee, Sports Committee, Hostel Committee, etc assist the administration. The aim is to involve maximum number of teachers in decision making/ implementation process. In addition to this, there are in-charges of various Societies/ Clubs, who take the responsibility of their respective assigned activities. Participatory leadership and teamwork culture reflects the core values and ethos of the Institution. This enables the College community to internalize these and in turn creates Institutional loyalty and willingness to walk an extra mile. With the constitution of the Grievance Cell and Sexual Harassment Cell, the grievances and complaints of the students are redressed with required sensitivity.

All major decisions related to academic and administrative affairs are taken by the Principal in consultation with the Managing Committee, IQAC,

Steering Committee and the Departmental Heads. Their views and suggestions are given due consideration. All the plans are discussed and their viable implementation is based on the feedback from various sources of the stakeholders. Funding through donations and grants helps in developmental undertakings. The College also has a very strong financial, management system with budget planning process, internal and external auditing and a well laid out expenditure approval system. It has developed computerized accounting system, and all financial operations are systematized and transparent.

_____CRITERION VII: INNOVATIONS AND BEST PRACTICES

The college has taken various measures such as developing the required infrastructure, creating the necessary awareness in the students, organizing activities involving the students and collaborating with external agencies to promote environmental consciousness both within and outside the institution. E- waste management, rain water harvesting, garbage composting, use of solar energy and tree plantations are some of the activities the college has conducted as part of its initiative to safeguard the environment. These activities have helped in making the students also realize the importance of protecting the environment and thus extend such measures in their neighbourhood also.

SWOC Analysis of the College

“S” Strengths:

- Caters to the Educational needs of the rural youth.
- The biggest strength of S.N.COLLEGE, SHAHMAL KAIRA DEO, Rohtas as an institution is its huge strength of learners particularly those belonging to the rural and weaker section of the society (SC/EBC/OBC/Minorities) Economically Backwards) which stands testimony to our social commitment.
- The college has a dedicated teaching & non-teaching staff who is managing the Institution against all odds.
- Present principal of this college Prof. Ram Ashish Roy is a visionary and dynamic personality who acts actively in the inclusive holistic growth of the college.
- It has well maintained campus with innovative practices, there is sufficient number of class-rooms, well maintained and automated library, well equipped laboratories and dense green campus with several types of flora and fauna.
- ICT (Information & Communication Technology) facilities such as smart class, Wi-Fi in campus, Network Resource Centre is introduced for better and interesting knowledge transaction.
- It has developed Soil Testing & PH value determination facility which is very much beneficial to the local farmers in doing their decisive cultivation.
- Most of the teachers of this college are Ph.D degree holders and they are actively engaged in research activities.

“W” Weaknesses :

- Acute shortage of permanent teaching and non-teaching staff against sanctioned post due to govt. policy and it is difficult to achieve desired outputs in academic activities with part-time or adhoc teachers.
- The students – teacher ratio is quite high and non conducive and there is need for immediate recruitment of teaching & non-teaching staff.
- The greatest weakness is our lack of financial freedom.
- No vocational courses could be started in recent years.
- P.G. courses could not be started till date.
- Intermediate (+2) level – teaching creates extra burden on the Institution as no separate staff or infrastructural facilities are available for this.
- Hostels for students and staff quarter including principal residence and guest house is not available in the campus.
- At present time, the Rohtas district have almost negligible Industrial growth, which resulted into narrow scope of employment generation and Industry – Institution interaction.
- Alumnae are not much supportive in the development of Institution.
- The lack of exposure, of our faculty, to the rapid changes that are taking place in the field of higher education in this era of globalization and liberalization. The need for change to become globally competitive need for adoption to the changing role of a teacher , from that of a knowledge given to that facilitation, providing necessary inputs and environment to its students, and develop the capacity to think critically, and contribute effectively, to achieve social change, etc.

“O” Opportunities

- Agro based consultancy services can be augmented.
- Vocational courses for better employability can be started.
- There are opportunities in the field of sports and other extra co-curricular activities as the college has won several laurels in all such areas.
- Ample scope for starting Post Graduate courses and to establish Agro based research centre.
- Borderless knowledge scenario in the wake of liberalization and use of ICT to reach out to the global pool of knowledge.
- Indoor sports complex can be developed.

“C” Challenges :

- To achieve academic excellence by utilizing part-time, adhoc and resource persons, since there are few permanent teachers remained in service.
- Limitations and constraint in government financial support as well as in utilizing revenue of internal resource for better management and resource mobilization for uplifting the academic and student’s support facilities in college.
- To motivate the faculty and university officials to bring change as per the demand of job market in the courses of studies and progressive paradigms in Higher Studies.
- To make the Institution an entity of National Importance.
- Paucity of space and physical infrastructure.

Looking Ahead : Future Plans.

- Developing the college into a centre of education with Potential of Excellence.
- To make Agro based Research Centre.
- To construct an auditorium with state of the art seating, sound and light system so that National & International level Seminars / Conferences / Symposia are organized.
- To develop a good Indoor sports complex & industry.
- To start P.G. courses and several agro based vocational courses.
- To organize more community development work.
- To start statutory Professional Regulatory Council's recognized courses such as B.Ed, MCA, MBA, etc.
- Plantation of medicinal plants and ornamental plants to develop research facilities based on medicinal plants.

C . Profile of The Institution

1. Profile of the Affiliated/ Constituent College

1. Name and Address of the College:

Name :	SACHIDANAND COLLEGE	
Address :	SHAHMAL KHAIRA DEO	
City : ROHTAS	Pin: 821107	State: BIHAR
Website	www.sncollegeshahmalkhairadeo.org	

2. For communication:

Designation	Name	Telephone with STD code	Mobile	Fax	Email
Principal	Prof. Ram Ashish Roy	O: 06184 266422 R:	+91 9431075806	06184 266422	sncollege1504@gmail.com
Vice Principal	-----	O: R: ----	-----	-----	----
Steering Committee Co-ordinator	Dr. Sunil Kumar	O: R:	+919572140780		Krsunil1959@gmail.com

3. Status of the Institution:

- Affiliated College
- Constituent College
- Any other (specify)

4. Type of Institution:

a. By Gender

- i. For Men
- ii. For Women
- iii. Co-education

b. By Shift

- i. Regular
- ii. Day
- iii. Evening

5. It is a recognized minority institution?

- Yes
- No

If yes specify the minority status (Religious/linguistic/ any other) and provide documentary evidence.

- N / A -

6. Sources of funding:
- | | |
|----------------|---|
| Government | √ |
| Grant-in-aid | √ |
| Self-financing | |
| Any other | |

7. a. Date of establishment of the college: ...**01/07/1970** (dd/mm/yyyy)

b. University to which the college is affiliated /or which governs the college
(If it is a constituent college) **Constituent unit**

Veer Kunwar Singh University, Ara
--

c. Details of UGC recognition:
(Enclose the Certificate of recognition u/s 2 (f) and 12 (B) of the UGC Act)

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks(If any)
i. 2 (f)	20/04/2011	
ii. 12 (B)	20/04/2011	

d. Details of recognition/approval by statutory/regulatory bodies other than UGC(AICTE, NCTE, MCI, DCI, PCI, RCI etc.)

Under Section/clause	Recognition/Approval Details Institution/Department/Programme	Day,Month and Year (dd-mm-yyyy)	Validity	Remarks
	UGC	03/03/2004		
i.	- N/A -	- N/A -	- N/A -	- N/A -
ii.	- N/A -	- N/A -	- N/A -	- N/A -
iii.	- N/A -	- N/A -	- N/A -	- N/A -

(Enclose the recognition/approval letter)

8. Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?

Yes No

If yes, has the College applied for availing the autonomous status?

Yes No

9. Is the college recognized?

a. by UGC as a College with Potential for Excellence (CPE)?

Yes No

If yes, date of recognition:**N/A**..... (dd/mm/yyyy)

b. for its performance by any other governmental agency?

Yes No

If yes, Name of the agency**N/A**.....and Date of recognition: ...**N/A**... (dd/mm/yyyy)

10. Location of the campus and area in sq.mts:

Location *	RURAL
Campus area in sq. mts.	60702.8 Sq.Mtr.
Builtup area in sq. mts.	13935.456 Sq. Mtr.

(* Urban, Semi-urban, Rural, Tribal, Hilly Area, Any others specify)

11. Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or in case the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.

- Auditorium/seminar complex with infrastructural facilities
(Available)

- Sports facilities

- *play ground: **Available**

- *swimming pool: **Not Available**

- *gymnasium: **Not Available**

- Hostel

- *Boys' hostel: **N/A**

- i. Number of hostels: **N/A**

- ii. Number of inmates: **N/A**

- iii. Facilities (mention available facilities):**N/A**

- *Girls' hostel

- i. Number of hostels **(One) Under Construction**

- ii. Number of in mates **N/A**

- iii. Facilities (mention available facilities)**N/A**

- *Working women's hostel **(Not Available)**

- i. Number of inmates- **N/A -**

- ii. Facilities (mention available facilities)- **N/A -**

- Residential facilities for teaching and non-teaching staff (give

numbers available — cadre wise)**Not Available**

- Cafeteria —**Available**
- Health centre —**Available**

(First aid & Emergency care facility)
Inpatient, Outpatient, Ambulance...**NO**

Health centre staff —**First Aid & Primary Emergency Care Facility Available**

Qualified doctor Full time Part-time

Qualified Nurse Full time Part-time

- Facilities like:
 - Banking :**Not Available**
 - Post office :**Not Available**
 - Book shops: **Available**
- Transport facilities to cater to the needs of students and staff
Not Available
- Animal house : **Not Available**
- Biological waste disposal : **Not Available**
- Generator or other facility for management/regulation of electricity and voltage 2 **Generator Facility Available 7.5 KVA & 32 KVA**
- Solid waste management facility : **Available**
- Waste water management : **Available**
- Water harvesting : **Available**

12. Details of programmes offered by the college(Give data for currentacademic year)

SL. No	Programme Level	Name of the Programme Course	Duration	Entry Qualification	Medium of instruction	Sanctioned/ approved student strength	No. of students admitted
01	U.G	B.A(Hons.)	3 Yrs	10+2 or equivalent Exam. Pass from any	English	Faculty of Humanity	
		B.A(Gen.)	3 Yrs		Hindi	Hindi – 64	36
						Eng. – 64	42
						Phil – 32	03

Particulars	UG	PG	Research
Arts	Hindi	--	--
UG -08	English	--	--
PG-0	Philosophy	--	--
Research -0	Economics	--	--
	Political Science	--	--
	History	--	--
	Psychology	--	--
	Geography	--	--
		--	--
Science			
UG -05	Physics	--	--
PG-0	Chemistry	--	--
Research -0	Mathematics	--	--
	Botany	--	--
	Zoology	--	--
Vocational	BCA	--	--
UG -02	BBA	--	--
PG-0			
Research -0			
UGC Sponsored	1. Remedial Coaching for SC/ST/OBC Minorities	--	--
	2. Coaching for Entry in Services	--	--

16. Number of Programmes offered under (Programme means a degree course like BA, B.Sc, M.A,M.Com...)

a. annual system

2

b. semester system

2

c. trimester system

17. Number of Programmes with

a. Choice Based Credit System

N/A

b. Inter/Multidisciplinary Approach

N/A

c. Any other (specify and provide details)

N/A

18. Does the college offer UG and/or PG programmes in Teacher Education?

Yes No

If yes,

a. Year of Introduction of the programme(s).....N/A.....
(dd/mm/yyyy)

and number of batches that completed the programme

b. NCTE recognition details (if applicable)

Notification No.:N/A.....

Date:N/A..... (dd/mm/yyyy)

Validity:.....N/A.....

c. Is the institution opting for assessment and accreditation of Teacher Education Programme separately?

Yes No

19. Does the college offer UG or PG programme in Physical Education?

Yes No

If yes,

a. Year of Introduction of the programme(s).....N/A.....
(dd/mm/yyyy) and number of batches that completed the programme.

b. NCTE recognition details (if applicable)

Notification No.:N/A.....

Date:N/A..... (dd/mm/yyyy)

Validity:.....N/A.....

c. Is the institution opting for assessment and accreditation of Physical Education Programme separately?

Yes No

20. Number of teaching and non-teaching positions in the Institution

Positions	Teaching Faculty						Non-teaching staff		Technical staff		
	Professor		Associate Professor		Assistant Professor		*M	*F	*M	*F	
	*M	*F	*M	*F	*M	*F					
Sanctioned by the UGC/University/State					25						

SACHCHIDANAND COLLEGE (SELF STUDY REPORT) - 2016

Government recruited					18	01	33	1	12	
<i>Yet to recruit</i>										
Sanctioned by the Management/ society or other authorized bodies <i>Recruited</i>										
<i>Yet to recruit</i>										

***M-Male*F-Female**

21. Qualifications of the teaching staff:

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teacher							
D.sc./D.Lit.							
Ph.D.					18	01	19
M.Phil.	--	--	--	--	--	--	
PG					02		02
Temporary teachers							
Ph.D.					13	01	14
M.Phil.							

22. Number of Visiting Faculty /Guest Faculty engaged with the College.

20

23. Furnish the number of the students admitted to the college during the last four academic years.

Categories	Year 1 2011-12		Year 2 2012-13		Year 3 2013-14		Year 4 2014-15	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	389	143	388	175	384	176	904	307
ST	--	--	--	--	--	--	--	--
OBC	1310	701	1181	603	1175	598	2006	927
General	235	228	382	266	380	265	3200	957
Minority	204	86	175	106	201	84	--	--
Total	2138	1158	2126	1150	2140	1123	6110	2191

24. Details on students enrollment in the college during the current academic year:

Type of students	UG	PG	M.Phil.	Ph.D.	Total
Students from the same state where the college is located	8301				
Students from other states of India					
NRI students					
Foreign students					
Total					

25. Dropout rate in UG and PG (average of the last two batches)
 UG PG

08 %

N/A

26. Unit Cost of Education
(Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled)

(a) including the salary component Rs.

10492.00

(b) excluding the salary component Rs.

5534.00

27. Does the college offer any programmes in distance education mode (DEP)?

Yes No

If yes,

a) Is it a registered centre for offering distance education programmes of another University.

Yes No

b) Name of the University which has granted such registration.

-N/A-

c) Number of programmes offered

-N/A-

d) Programmes carry the recognition of the Distance Education Council.

YesNo No

28. Provide Teacher-student ratio for each of the programme/course offered

Science

Arts

Vocational

1:60

1:73

1:50

29. Is the college applying for?

Accreditation : Cycle 1 Cycle 2

Re-Assessment:

(Cycle 1 refers to first accreditation and Cycle 2, Cycle 3 and Cycle 4 refers to re-accreditation)

30. Date of accreditation* (applicable for Cycle 2, Cycle 3, Cycle 4 and re-assessment only)

Cycle1: ...N/A...(dd/mm/yyyy) Accreditation
Outcome/Result.....

Cycle2: N/A.....(dd/mm/yyyy) Accreditation
Outcome/Result.....

** Kindly enclose copy of accreditation certificate(s) and peer team report(s) as an annexure.*

31. Number of working days during the last academic year.

238

32. Number of teaching days during the last academic year
(Teaching days means days on which lectures were engaged excluding the examination days)

180

33. Date of establishment of Internal Quality Assurance Cell (IQAC)
IQAC **11. Jan. 2013** (dd/mm/yyyy)

34. Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC.

AQAR (i).....N/A..... (dd/mm/yyyy)

AQAR (ii).....N/A..... (dd/mm/yyyy)

AQAR (iii).....N/A..... (dd/mm/yyyy)

AQAR (iv).....N/A..... (dd/mm/yyyy)

35. Any other relevant data (not covered above) the college would like to include. (Do not include explanatory/descriptive information)

CRITERION I: CURRICULAR ASPECTS

KEY ASPECTS

- 1.1 Curriculum Planning and Implementation**
- 1.2 Academic Flexibility**
- 1.3 Curriculum Enrichment**
- 1.4 Feedback System**

Criteria - wise Inputs

CRITERION I: CURRICULAR ASPECTS

1.1 Curriculum Planning and Implementation

- 1.1.1 State the vision, mission and objectives of the institution, and describe how these are communicated to the students, teachers, staff and other stakeholders.**

VISION STATEMENT:

To create a class of intellectually, morally and spiritually sound and committed citizens, who will become a human resources of high caliber, to cater to the needs of the society and the county as a whole in accordance with our 'Leeeus at Ardens' which means 'spreading light and growing bright'

MISSION STATEMENT:

- ◆ To make spiring intelligentsia of S.N.COLLEGE, SHAHMAL KAIRA DEO Rohtas, mentally tough, emotionally strong & intellectually sharp so that they can float quite efficiently and actively in the ever flowing and vast stream of technological advancement.
- ◆ To instill scientific zeal and develop skilled human resource to contemporary challenges.
- ◆ To facilitate young adult learners with opportunities to hone their ethics and leadership potential.
- ◆ To sensitize learners towards inclusive social concerns, human rights, gender and environmental issues.

- ◆ To enable the S.N.COLLEGE, SHAHMAL KAIRA DEO Rohtas students, to settle down with a different career which is intellectually challenging, professionally satisfying, socially prestigious & financially rewarding.

OBJECTIVES:

The main objective of the institution is to transform the students into well meaning citizens through the committed pattern of instructions based on carefully prepared and well designed curricular aspects. The changing needs of the time are the basis while building a rich corpus of talent. Hence, the main objective of S.N.COLLEGE, SHAHMAL KAIRA DEO is to transform the students into well meaning citizens through well prepared socially committed patterns of instruction.

The goals and objectives of the institute are :

- All round development of personality of students. Developing self confidence, communication skills and ICT awareness for employment potential.
- Promoting and inculcating the spirit of Patriotism, Nationalism and selfless service to society.

Communication to Stakeholders:

The Vision, Mission and Objective of the college are communicated to the students, teachers staffs and other stakeholders through.

- College prospectus
- College website
- Display on billboards in the college campus.
- The orientation programs organized for the students and staff at the commencement of the academic session.
- College magazine

On all important functions like College Establishment Day, Bihar Day Celebration the head of the college acquaints the audience with the vision and mission of the college.

1.1.2 How does the institution develop and deploy action plans for effective implementation of the curriculum? Give details of the process and substantiate through specific example(s).

The college meticulously develops action plans for effective implementation of the curriculum. At the outset, the advisory committee of the college conducts protracted meetings with the

staff members of various department heads to develop various strategies for effective implementation of the curriculum. Teachers are encouraged beforehand to impart the curriculum through innovative teaching methods such as presentations, assignments, discussions, workshops, seminars, industrial visits, computer education apart from regular/traditional teaching methods. Thereafter, the staff members of various teaching departments conduct their internal meetings and develop academic plans for the coming academic year. Keeping in view, the no. of working days available, the syllabus is divided into units which are to be finished by a given deadline. Each department of the college follows the academic calendar issued by the affiliating university. Thereafter, the college plans its annual academic schedule which clearly mentions the topics to be taught and no. of working days allocated to respective topics, the amount of syllabus to be tested in various class, monthly, terminal or half yearly exams.

1.1.3 What type of support (procedural and practical) do the teachers receive (from the University and/or institution) for effectively translating the curriculum and improving teaching practices?

The curriculum prepared by the V.K.S.U, Ara, to which the college is affiliated, is well transacted to the students after serious preparation as well as critical thought by the teachers concerned. Being an affiliated institution we are always in tune into the latest trends in education and guidelines. The University regularly organizes refresher courses, orientation programs and workshops to keep the knowledge and teaching aptitude of the teachers updated. The faculty of the college can discuss their issues or problems, if any, while participating in the meetings of the Board of Studies. The College also encourages the teachers to participate in the Orientation/ Refresher Courses/ Workshops/ Seminars organized by the university to update the knowledge and to improve the teaching practices. The college bears all the expenditures of travelling including registration/ participation fee etc. The college provides ample books and other teaching and reference material like Journals, Magazines, Teaching Models and softwares to enable its teachers to ensure effective delivery of curriculum.

1.1.4 Specify the initiatives taken up or contribution made by the institution for effective curriculum delivery and transaction on the Curriculum provided by the affiliating University or other Statutory agency.

The College has taken initiatives to ensure effective curriculum delivery through:

- ◆ Teaching Plans
- ◆ Planning, implementation and review of Year Plans.
- ◆ Students' Feedback
- ◆ Organizing workshops.
- ◆ Encouraging the professional development of faculty.
- ◆ Computers with Internet facility
- ◆ Reference books and journals
- ◆ Research Centre
- ◆ Explanation of topics from the syllabus in national and regional language

1.1.5 How does the institution network and interact with beneficiaries such as industry, research bodies and the university in effective operationalisation of the curriculum?

Industry:

- ◆ The college has set up a Career Guidance and Placement cell which maintains relations with the industry and managers are invited to the college campus to interact with the students. The cell also enables the students of various streams to attend the Job Fairs to enhance employability.

Research Bodies:

- ◆ To keep the research temper alive in the campus, the faculty members of the college are motivated to take up research projects initiated by the UGC.
- ◆ Faculty members on their own also keep on interacting with various research bodies and participate in various research projects.
- ◆ Some of the faculty members being a member of the professional bodies like Institute of Chartered Accountants of India, Indian Economic Association, attend the conferences which in turn helps them in effective operationalization of curriculum.

University:

- ◆ The faculty members of the college keep regularly in touch with their counterparts at the affiliating university and get latest information regarding their own respective subjects.
- ◆ The faculty members get available opportunities to visit different universities from time to time to attend refresher/orientation

courses to keep themselves abreast of the latest trends in their field of study.

1.1.6 What are the contributions of the institution and/or its staff members to the development of the curriculum by the University?(number of staff members/departments represented on the Board of Studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.

The institution encourages its teachers to undertake periodic review of the curriculum offered by the affiliating university, compare it with the curriculum offered by universities of repute and prepare a feedback for the university.

Some of the members of the faculty have been associated with the modernization of the course and curriculum as members of board of studies for various Departments.

Student feedback and feedback from the prospective employers and other academic experts that visit the institution is also compiled into a comprehensive feedback for the affiliating University. Further the institution is in constant liaison with Department of Higher Education Govt. of Bihar, Department of Science and Technology and University Grants Commission whereby it transacts its needs, feedback and request for funds to these bodies.

1.1.7 Does the institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating university) by it? If 'yes', give details on the process ('Needs Assessment', design, development and planning) and the courses for which the curriculum has been developed.

The college does not enjoy the freedom to frame its own curriculum for any of the academic programs. However, the college tries to supplement the syllabus by arranging special classes for students or by experts from different disciplines. The faculty members of the college also arrange free competitive classes for students, which can be attended even by outside candidates.

1.1.8. How does institution analyze/ensure that the stated objectives of curriculum are achieved in the course of implementation?

The objective of the curriculum is to impart such training to the

students which enhances their employability. To achieve this objective, the faculty organizes various programmes such as seminars, workshops, field visits and industrial visits for the students to enhance their practical knowledge along with their curriculum designed by the University. The stated objectives relating to teaching of the curriculum are achieved by:

- ◆ Teaching plans being made by each teacher for their respective subjects.
- ◆ Use of participatory teaching-learning methods.
- ◆ Feedback obtained by teachers in the class room

1.2 Academic Flexibility

1.2.1 Specifying the goals and objectives give details of the certificate/diploma/ skill development courses etc., offered by the institution.

College has been conducting Add-on courses in Social Work, Data Care Management and Apiculture. The courses are defined in such a way that after the successful completion of the first year of study the participants are given Certificate, at the end of the second, Diploma, and Advanced Diploma at the end of the third year to increase their employment skills and hence employability.

1.2.2 Does the institution offer programmes that facilitate twinning /dual degree? If 'yes', give details.

Although our college does not offer a direct dual degree, we encourage our students to pursue other professional courses like Chartered Accountancy, Company Secretary and Cost Accountancy. Other vocational certificate / diploma courses on Interior Designing, Fashion Designing, Animation, etc through other institutions are pursued by the interested students. The college also provides such students the library and computer laboratory facilities.

1.2.3 Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skills development, academic mobility, progression to higher studies and improved potential for employability. Issues may cover the following and beyond:

Our College is affiliated to V.K.S.U, Ara. We follow all policies and rules of university regarding curriculum design and development. Though, marginal academic flexibility is available with respect to admission process and change in group/core subject combination within 15 days after admission.

The application of the students for the change of the subject combination is permissible as per the following practice.

- A. Arts
- B. Science

Range of Core / Elective options offered by the University and those opted by the college

The issue of academic flexibility is linked with the broader policy formulations which are shaped by the university/ state government/ chancellor's office. The college is strictly following the guidelines of Veer Kunwar Singh University, Ara with regards to providing academic flexibility to students of the college pursuing studies in different streams. As per stipulation of the university, a student having 45 percent marks in aggregate is eligible for honours courses of studies. He/She can opt for three years honours program along with two subsidiary subjects one language subject for two consecutive years. Thus a student take a total of eight honours papers, two subsidiaries and one language paper. Non Hindi students have option to opt English as optional subsidiary paper of both 50 and 100 marks respectively.

B.A / B.Sc./ Honours Course Structure :

01.	Degree Part – I	Marks
	Vernacular Composition Or (Alternative Eng. / Mother tongue + Hindi Composition (50+50)	100
	Two Honours Papers (100+100)	200
	Two subsidiary Papers (100+100) (from Art/Science Subject as the case may be	200
	Total	500
02.	Degree Part – II	
	Vernacular Composition Or (Alternative Eng. / Mother tongue + Hindi Composition (50+50)	100
	Two Honours Papers (100+100)	200
	Two subsidiary Papers (100+100) (from Art/Science Subject as the case may be	200
	Total	500
03.	Degree Part – III	
	Four Honours Papers (100+100+100+100)	400
	General Studies	100
	Total	500
	Grand Total	1500

The following are the courses/ programs offered by the college with mentioned flexibility:

Sl. No.	Course/Program	Flexibility
1.	B.A (Honours.)	Students can opt. any one of the following subjects as Honours paper and any two of the remaining as “Subsidiary” Papers Subject: Hindi, English, Philosophy, Economics, Political Science, History, Psychology, Geography.
2.	B.A (General)	Full Marks: 400 Compulsory Subjects: Hindi Language: 100 Marks. Students can choose any three subject from the

		<p>followings: Hindi, English, Philosophy, Economics, Political Science, History, Psychology, Geography.</p>												
3.	B.Sc.(Honours)	<p>Students can opt any one of the following group of subjects as Honours and Subsidiary papers any two of the remaining as subsidiary papers:</p> <table border="1"> <thead> <tr> <th>Honours</th> <th>Subsidiary</th> </tr> </thead> <tbody> <tr> <td>Physics</td> <td>Mathematics & Chemistry</td> </tr> <tr> <td>Mathematics</td> <td>Physics & Chemistry</td> </tr> <tr> <td>Chemistry</td> <td>Physics & Mathematics OR Botany & Zoology</td> </tr> <tr> <td>Botany</td> <td>Zoology & Chemistry</td> </tr> <tr> <td>Zoology</td> <td>Botany & Chemistry</td> </tr> </tbody> </table>	Honours	Subsidiary	Physics	Mathematics & Chemistry	Mathematics	Physics & Chemistry	Chemistry	Physics & Mathematics OR Botany & Zoology	Botany	Zoology & Chemistry	Zoology	Botany & Chemistry
Honours	Subsidiary													
Physics	Mathematics & Chemistry													
Mathematics	Physics & Chemistry													
Chemistry	Physics & Mathematics OR Botany & Zoology													
Botany	Zoology & Chemistry													
Zoology	Botany & Chemistry													
4.	B.Sc.(General)	<p>Full Marks: 400 Compulsory Subjects: Hindi Language: 100 Marks. Students can choose any three subject from the followings: Any of the following two groups of subject.</p> <ol style="list-style-type: none"> 1. Mathematics, Physics, Chemistry 2. Chemistry, Botany, Zoology 												

Choice Based Credit System and range of subject options:

Choice Based Credit System type of teaching learning process with inter departmental horizontal mobility for students and credit transfer mechanism have been recommended by credit rating agency NAAC at university level. So the institution is not in a position to implement this new concept. The courses are offered as per modules prepared by the Veer Kunwar Singh University, Ara.

Courses offered in modular form: Courses are provided unit wise by University. There is no provision to arrange in the modular form.

Credit transfer and accumulation facility: As affiliating

university do not follow the credit system, there is no credit transfer and accumulation facility in college. There is no existing guideline to transfer the credit to another programme.

Lateral and vertical mobility within and across programmes and courses:

The students are allowed to change their Honours subjects after admission within a stipulated time set by the university. Students failing to secure qualifying marks in their Honours subjects in the University examinations are transferred to the corresponding General Courses. There is no other scope for further lateral or vertical mobility within or across courses.

Enrichment courses: The existing courses are enriched by preparing the students to design seminars and presentations related to theory work at postgraduate level. Personality development programmes are also organized to develop the communication through soft skills programmes among the students.

1.2.4 Does the institution offer self-financed programmes? If 'yes', list them and indicate how they differ from other programmes, with reference to admission, curriculum, fee structure, teacher qualification, salary etc.

No, the college doesn't offer any self-financed programme.

1.2.5 Does the college provide additional skill oriented programmes, relevant to regional and global employment markets? If 'yes' provide details of such programme and the beneficiaries.

The College conducts Personality Development Programmes which enhance the IQ level and communication skills of the participants. The college also invites Guest speakers from the industry which provides regional and global employment opportunities for the students. Special classes are taken for communication skills taking into considerations the rural backgrounds of the students.

1.2.6 Does the University provide for the flexibility of combining the conventional face-to-face and Distance Mode of Education for students to choose the courses/combination of their choice? If 'yes', how does the institution take advantage of such provision for the benefit of students?

The college does not offer any distance mode of education for students. Therefore conventional face-to-face and distance mode of education flexibility in not being provided by the college/ university right now.

1.3 Curriculum Enrichment

1.3.1 Describe the efforts made by the institution to supplement the University's Curriculum to ensure that the academic programmes and Institution's goals and objectives are integrated?

The college proposes to impart a soft skills training of 100 hrs to its outgoing students. These include effective communication, problem solving skills, leadership, team building, flexibility, positive attitude, interpersonal skills as well as the willingness to learn. The UGC Network Resource Centre encourages both students and teachers to acquire Computer Skills. Field trips, skilled training Programs for students, visits to Historical sites are some of the curriculum enrichment activities conducted by the institution.

1.3.2 What are the efforts made by the institution to enrich and organize the curriculum to enhance the experiences of the students so as to cope with the needs of the dynamic employment market?

Being an affiliated college, the institution does not either modify or organize the curriculum, but it does undertake a number of steps to reflect the experiences of the students and cater to the needs of the employment market that is quite dynamic in nature. The Faculty members listed in the Board of Studies make sure that, the student feedback obtained for curriculum enrichment is properly communicated and due modifications made to the curriculum if the changes are worth to be made.

1.3.3 Enumerate the efforts made by the institution to integrate the cross cutting issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT etc., into the curriculum?

The institution organises awareness programs on issues such as gender sensitization, health and hygiene among students, the effects of global warming and consequent climate change, the study of bio-diversity present in the environment. Experts on

these issues are invited to throw an amount of light on these issues.

Students are explained by the visiting personalities about the Human Rights, Women's liberation or Women's Emancipation, Abolition of child labour, Mal-nutrition among children, Bio-diversity, Information and Communicative technology to know the present condition of the society.

1.3.4 What are the various value-added courses/enrichment programmes offered to ensure holistic development of students?

The College offers various value added courses / enrichment programmes to the holistic development of students as mentioned below:

Moral and ethical values: The discipline committee of the institution is responsible for monitoring the student's behavioural conduct within the campus. Besides this the college organizes lectures by eminent social and religious scholars to inculcate moral values in the students.

Employable and life skills: Introduction of ICT-oriented curricula in Mathematics, Physics and Science promotes students' awareness towards innovation, creativity and entrepreneurship. Technological advancement and innovations in educational transactions have been undertaken to ensure skill development amongst students, enriching their learning experiences, thus meeting the Global and National demands.

Better career options: Students are enlightened on the newly emerging career options, by the Career Guidance cell. The institution offers students training in employable skills and life-skills to effectively utilize the opportunities during Job Fairs in the college arranged with the help of industrialists.

The highly motivated faculty members offer coaching to the out going students to appear for the Examination. They also offer guidance coaching to aspirants attending from the college and town, without looking for the pecuniary gain.

Community Orientation: The College has NSS volunteers. It arranges the Winter and Summer Camps guided by Programme Officers to study and face the social life and situations at close quarters. Students are educated on social issues like child-marriages, dowry, women-education, family-planning, addiction to toxicants and caste-prejudices etc., Students are

organized to arrange blood-donation camps, eye-camps, cataract-operation camps, social survey etc. They participated in the clean and green, afforestation, sensitization about fluoride-ridden water among villagers and so on.

1.3.5 Citing a few examples enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum?

The college as an institution has no scope for enriching the curriculum which is developed by the university through a body of experts for the purpose in which the college teachers also participate as members.

However, feedback is taken from the stakeholders on curriculum, through website. A form is available in the website through which feedback is taken and the data is made available to the college management. Subsequently, it is intimated to the members of Board of Studies.

1.3.6 How does the institution monitor and evaluate the quality of its enrichment programmes?

The Quality Assurance Cell of the institution under the supervision of the Principal and Heads of the Departments, monitors the running of classes, academic performance of the staff and the learning process of students periodically. The Unit Tests, the interactive sessions among students on class subjects, offer the staff members a chance to evaluate students' progress and enrichment in knowledge. Apart from this, students' success in interviews, feedback and securing employment in industry or elsewhere make for the quality of the programs in the institution.

1.4 Feedback System

1.4.1 What are the contributions of the institution in the design and development of the curriculum prepared by the University?

The design and development of the curriculum is the sole work of the University. Yet, the Heads of the Departments from the institution offer suggestions during the Departmental Conferences, at the University. The most Senior member of the Faculty are selected for the Board of Studies at the University, who play a seminal role in the designing of the curriculum reflecting the needs of the students.

1.4.2 Is there a formal mechanism to obtain feedback from students and stakeholders on Curriculum? If 'yes', how is it communicated to the University and made use internally for curriculum enrichment and introducing changes/new programmes?

Yes, the institution collects feedback from students on the curriculum, teaching methods and the system of examinations. The collected material is carefully separated and the opinion of students is noted down. The same is discussed in the Board of Studies Meeting conducted by the university for the enrichment of the curriculum and its implementation. Further, the feedback from students, parents, academicians, recruiting agencies and industry throw an amount of light on how to enrich or introduce changes in the programs.

1.4.3 How many new programmes/courses were introduced by the institution during the last four years? What was the rationale for introducing new courses/programmes?)

- **Vocational Courses: 1 Year Certificate (UGC – Career Oriented Courses)**
Any other relevant information regarding curricular aspects which the College would like to include.

No new programme was introduced during the last four years due to the Government policy of non-sanctioning new programmes to colleges and unwillingness in taking additional financial commitments.

**CRITERION II: TEACHING - LEARNING AND EVALUATION
KEY ASPECTS**

- 2.1 Student enrolment and Profile**
- 2.2 Catering to Student Diversity**
- 2.3 Teaching – Learning Process**
- 2.4 Teacher Quality**
- 2.5 Evaluation Process and Reforms**
- 2.6 Student Performance and Learning Outcomes**

2.1 Student Enrollment and Profile

2.1.1 How does the college ensure publicity and transparency in the admission process?

The Institution ensures wide publicity and transparency in the admission process through prospectus, College website www.sncollegeshahmalkhairadeo.org and advertisements in all leading national and regional daily newspapers in English and Hindi. The prospectus and application form are uploaded in the College website. Prior to the results of higher secondary examinations, counseling center inside the College helps the parents to enquire information about the range of courses, eligibility criteria, and process of admission as well as academic support facilities.

The College has participated in various educational fairs of various leading publications in Coimbatore. The admission process sticks to the norms given by the government order.

2.1.2 Explain in detail the criteria adopted and process of admission (Ex. (i) merit (ii) common admission test conducted by state agencies and national agencies (iii) combination of merit and entrance test or merit, entrance test and interview (iv) any other) to various programmes of the Institution.

- For General UG courses (B.A., B.Sc. in Honours Courses) & Vocational Courses (BCA, BBA) the admission is based on merit at the + 2 qualifying examination cum reservation, as per the order of Government of Bihar and the affiliating University i.e. Veer Kunwar Singh University, Ara.
- As per the directions of the university and Higher Education

Department, Bihar, date of sale of application forms/prospectus is notified on the notice board. Application forms can be bought from office and on the spot enquiries are attended to by a counseling team.

2.1.3 Give the minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college and provide a comparison with other colleges of the affiliating university within the city/district.

Yes, the College is systematic in reviewing the admission process and the students profiles manually. The numbers of the candidates applied and admitted in the UG programmes are discussed annually at the Academic Council meetings. Student performance record in all the fields, academic, extra-curricular and sports are collected along with the filled in application form. The students, who bring laurels to the institution in academics, sports, extra-curricular are given preferences as stipulated by norms made by the Directorate College Education at the time of admission.

Following table gives the details of maximum and minimum % of marks of the admitted candidates in the current academic year (2014-15) with comparison with other constituent college of this Rohtas district S.P. Jain College, Rohtas

Sl. No.	Course	S.N.College, Shahmal Kaira Deo, Rohtas	S.P. Jain College, Rohtas
01	Hindi	45% - Above	45% - Above
02	English	48% - 70%	45% and above
03	Philosophy	45% and above	45% - Above
04	Economics	56% - 70%	60%-75%
05	PoliticalScience	50% - 71%	65%-75%
06	History	50% and above	45% - 50%
07	Psychology	68%-84%	60%-77%
08	Geography	45% and above	45% - Above
09	Physics	45%-70%	45% and above
10	Chemistry	55%-65%	----
11	Mathematics	45% and above	45% and above
12	Botany	45% - 70%	55% - 75%
13	Zoology	45% - 65%	55% - 75%
14	BCA	45% and above	---
15	BBA	45% and above	---

2.1.4 Is there a mechanism in the institution to review the admission process and student profiles annually? If ‘yes’ what is the outcome of such an effort and how has it contributed to the improvement of the process?

The admission process is reviewed after the admissions are given and based on the profile of students certain initiatives are taken such as:

- ◆ Improvement in the teaching methodology to suit the requirements of students.
- ◆ Remedial teaching.
- ◆ Providing a safe and secure environment with CCTV cameras.
- ◆ A secular atmosphere of the college and a staff which has a tolerance to diversity.
- ◆ Introducing ICT

During the admission process, daily reporting of the seats filled up category-wise, is done by the Admission Committee to the Principal. Care is taken to ensure that the reserved category students are given admission as per the Government norms, subject to their fulfilling the eligibility conditions. Vacant seats, if any, are filled up by adhering to the University norms. The college accommodates all the students from the reserved category who fulfill the eligibility criteria for admission.

2.1.5 Reflecting on the strategies adopted to increase/improve access for following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate/reflect the National commitment to diversity and inclusion

In pursuance of the commitments made by the National Policy on Education, 1986, empowerment of the Socially Disadvantaged Groups viz., the Scheduled Castes (SCs), the Other Backward Classes (OBCs) and the Minorities continues to be on the priority of the institution. Reservations for different reserved categories as per the Government Rules.

Category	Percentage
SC/ST	Reservation system in students’ admission (16% S.C, 1% S.T.) according to State Govt. reservation rule which reflect the National commitment to diversity and inclusion.
EBC	18% of the intake capacity is reserved for students belonging to caste identified under extremely

	backward category by State Govt.
BC	12% Of the intake capacity is reserved for students belonging to caste identified under backward category by State Govt.
RCG	3% Of the intake capacity is reserved for students belonging to Girls under reserved category.
Differently-abled	Reservation system in students' admission (3% PH) according to State Govt. reservation rule which reflect the National commitment to diversity and inclusion.
Economically weaker sections	Poor Boys Fund is being maintained. Students belonging to this section are given financial help from this fund at the time of filling of examination form.
Minority community	Students belonging to this category are getting scholarship both from Central Government as well as State Govt. The students are given all kinds of assistance from the college staff in submission of application for scholarship.
Any Other	

- ◆ The institution gives equal opportunities to all students without any bias towards caste, religion or gender.
- ◆ As our college is located in one of the poorer suburbs of Shahmal Kaira Deo, Rohtas and as most of the students are from the area around the college, we do reach out to the weaker sections of society.
- ◆ Many of the students are first generation college students and therefore come from a disadvantaged background.
- ◆ Free ships and scholarships are made available for students belonging to the reserved category as provided for by the Government.
- ◆ The college prospectus and the website provides information regarding free-ships and scholarships available.
- ◆ The office ensures that the Government free ships and scholarship facilities are availed of by personally guiding and informing the students about the same. As filling in the forms to avail this facility is an online process, computers are made available for the same. Students are given all the information and guidance required regarding these free-ships and scholarships so that no student from the reserved category is left out from benefitting from this facility.

2.1.6 Provide the following details for various programmes offered by the institution during the last four years and comment on the trends. i.e. reasons for increase / decrease and actions initiated for improvement.

S. N.	Subjects	2011-12			2012-13			2013-14			2014-15		
		No. of Application	No. of Student Admitted	Demand Ratio	No. of Application	No. of Student Admitted	Demand Ratio	No. of Application	No. of Student Admitted	Demand Ratio	No. of Application	No. of Student Admitted	Demand Ratio
01	Hindi	164	47		71	45		136	130		80	75	
02	Eng.	67	22		56	37		120	117		150	143	
03	Phil.	05	05		06	06		26	26		08	06	
04	Eco.	215	164		91	81		165	163		140	127	
05	Pol.Sci.	316	248		329	264		300	279		290	274	
06	History	385	284		384	255		269	269		310	273	
07	Psy.	348	241		410	296		295	289		400	285	
08	Geography	210	149		224	154		265	250		325	200	
09	Physics	200	138		183	129		365	245		400	242	
10	Chemistry	200	140		174	136		370	240		400	187	
11	Botany	100	47		55	41		120	115		200	107	
12	Zoology	200	110		175	145		175	171		270	124	
13	Math	200	115		149	122		310	245		300	168	
14	BCA	40	30		45	25		42	33		35	30	
15	BBA	06	06		07	07		04	04		08	06	

2.2 Catering to Student Diversity

2.2.1 How does the institution cater to the needs of differently-abled students and ensure adherence to government policies in this regard?

The institution makes special efforts to reach out to students who are differently abled.

- ◆ Teachers make a special effort to reach out to such students and intervene if they find such students are being isolated.
- ◆ Teachers motivate and pay special attention to the studies of such students.
- ◆ These students are allowed to use the elevator.
- ◆ There is a separate toilet for the differently abled students on the ground floor of the college with a ramp to access the same.
- ◆ As per university examination rules, extra time and a writer facility is provided to the students who are differently abled.
- ◆ Teachers provide class notes to such students.
- ◆ Special seating arrangements are made for such students.
- ◆ Teachers provide books to such students.
- ◆ The Government policy of 2% reservation for such students is followed.

2.2.2 Does the institution assess the students' needs in terms of knowledge and skills before the commencement of the programme? If 'yes', give details on the process.

YES, the institution does assess the students' needs in terms of knowledge and skills before the commencement of the programme. The college has a set mechanism in this regard:

- ◆ The performance of students in the last qualifying examination also serves as an indicator regarding where students stand.
- ◆ Lecturers think of various innovative ways of making such an assessment. In tutorials, where the number of students are less i.e. 25 to 30, the assessment of students is done by giving them short and simple exercises which are corrected.
- ◆ Teachers make special efforts to understand the academic competence of students and select teaching methods accordingly.
- ◆ At the beginning of the course, a few lectures are engaged for teaching basics of the subjects.
- ◆ Remedial teaching is planned for students who need additional guidance.
- ◆ Additional reference work is planned for advanced learners.
- ◆ At the beginning of the academic year an orientation programme is conducted. The interaction between students and the faculty are an indicator regarding the needs of the students in terms of knowledge and skills.
- ◆ After the process of admission is over and lectures commence, lecturers through discussions with the students in the classroom make efforts to assess students' academic and extra/ co-curricular capabilities and guide them accordingly.
- ◆ Lecturers, through their interactions with students make efforts to examine students' clarity on concepts.

2.2.3 What are the strategies adopted by the institution to bridge the knowledge gap of the enrolled students (Bridge/Remedial/ Add-on/Enrichment Courses, etc.) to enable them to cope with the programme of their choice?

The institution takes up bridge courses to fill in the knowledge gaps of newly enrolled students, after interacting with them in the initial classes. Students coming from a different branch of knowledge and choosing a different program in the Under Graduate course, are taught the Remedial classes for laying

foundations of the choice courses.

2.2.4 How does the college sensitize its staff and students on issues such as gender, inclusion, environment etc.?

An analysis of the first continuous internal assessment test marks is done for each course in all departments. This sheds light on the number of slow learners in every course. The departments arrange remedial coaching classes for the under achievers and slow learners. The slow learners are provided additional help with supporting materials, lecture material and old question papers, and by motivating and encouraging them and taking special care to clarify their doubts.

A class committee of at least 8 students comprising of 2 fast learners, 2 moderate learners, 2 slow learners and 2 class representatives (generally based on their willingness) is formed. Additional students are included based on their interest as decided by class advisor after first CIA test. The Principal or in-charge appointed by the Principal organizes class committee meeting after first internal test. Feedbacks received along with actions planned are recorded and communicated to the faculty through department wise faculty meeting organized by the Principal. A personalized attempt in helping the students towards consistent academic progress is the Tutor Advising System where students of each class have a class-in-charge and tutor among the faculty from the respective department, to monitor the day to day affairs, discipline, attendance, performance in the classroom and holistic growth of the students. This system facilitates the continuous monitoring of the student's progress as the students are required to report to the tutor frequently and to obtain approval from the tutor in issues related to leave, retests, improvement tests and scholarships. The tutor also arranges meeting with the parents to apprise them of the academic growth of the students.

2.2.5 How does the institution identify and respond to special educational/learning needs of advanced learners?

- ◆ The faculty identify advanced learners based on their results, through their interactions and discussions with students and question answer sessions. Students pose several questions in the process of doing their assignments. These doubts reflect the students abilities e.g. after being given references on topics, if students read up and are enthused to do further reading, lecturers guide them. Students are taken to the library

, assisting them to browse through relevant material on the subject.

- ◆ Guidance lectures are arranged for final year students in order to score maximum marks at the university examinations. Intermittently the students are reminded and guided about credit based evaluation at the university examinations.
- ◆ In tutorials, lecturers are able to regularly interact with students on a one to one basis and guide them how to excel academically.
- ◆ Guidance is provided to students who aspire to pursue various professional courses such as CA. CS., ICWA and Law.
- ◆ The faculty organize seminars and workshops relating to their subjects where students get an opportunity to go beyond their textbooks and interact with experts in the subject apart from their teachers. They are encouraged to participate in competitions organised by various departments.
- ◆ The library issues scholar cards whereby meritorious students are permitted to borrow an additional book.

2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc. who may discontinue their studies if some sort of support is not provided)?

The differently-abled are given special consideration by the institution. They are taken care of by providing them with fee concession, management scholarships. Class-rooms are allotted on the ground floor, scribes are provided during examinations and extra time is given to complete tests. Facilitating the use of lecture notes by advanced learners through sharing is another measure taken to cater to their needs. The College takes every effort to get them the Government scholarships due to them.

2.3 Teaching-Learning Process

2.3.1 How does the college plan and organize the teaching, learning and evaluation schedules? (Academic calendar, teaching plan, evaluation blue print, etc.)

The preparation of the College Calendar starts with the evaluation of the activities of the previous academic year and is based on the department level plans for the following academic year. At the end of each academic year, the Principal holds

consultations with the faculty and the Controller of Examination to plan the schedule for the forth-coming academic year. Dates are fixed for the re-opening, the continuous assessment tests, end-semester examinations, evaluation and publication of results, departmental activities, conferences, seminars, workshops, guest lectures, and sports events. A semester comprises ninety working days. The final approved calendar is uploaded in my classroom, printed in the College hand-book, and copies are distributed to all the students and staff at the beginning of the academic year. The continuous internal assessment tests and semester examination dates along with other major academic events are indicated in the College calendar for the smooth conduct of the Teaching-Learning process.

Every semester work load of individual staff, requirement of chemicals, glass wares, equipments, books and stationeries for each department, proposals for maintenance of equipments, educational tours and industrial visits are submitted by the HODs. Every staff prepares lesson plan indicating course topics to be covered and the number of hours allotted for each chapter. For each semester, course plan is prepared by the class advisor based on the inputs received from the concerned faculty members which includes internal assessment test portions, question paper pattern, assignment/seminar topics with submission dates, class time table, and any other departmental components as decided by the course coordinator based on the lesson plan. Course plan and lesson plan are approved by the HOD and issued to individual students. In addition laboratory plan is also prepared by the faculties which includes list of experiments along with the group of students applicable is maintained. For the programmes offering project work or institutional training, the HOD allots guides for each student and announces it on the notice board with review dates during the beginning of the semester. A copy of this is also shared with the students through Google apps.

The periodical test schedule will be prepared as given in academic calendar.

2.3.2 How does IQAC contribute to improve the teaching –learning process?

Staff meetings and department meetings are held prior to reopening day. The timetable and responsibilities are shared by staff. Department level meetings are held periodically to discuss on the academic matters of the department. Issues like assignment and seminar topics for students, absenteeism

students and poor performers are discussed and suitable actions are planned.

At the beginning of each semester all staff members prepare a lesson plan and practical schedule for the entire semester for every course they handle. This lesson plan is submitted to the Principal for approval. Hour-wise plan for the course is given in the lesson plan. The Heads of the Departments periodically check the individual lesson plan of the respective faculty twice in a month. Notes of lesson are also maintained by individual faculty in the form of e-notes in website where students can access at any time for learning, which is checked by the HOD once in 15 days. At the end of the academic year, the IQAC evaluates the functioning of the department and their achievements.

2.3.3 How is learning made more student-centric? Give details on the support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?

- ◆ Students are always a priority for the administration, and they are always encouraged to share their problems and issues, so as to find out the lacunae if any and rectify it. Students are encouraged to organize, besides participation in seminars, debates, workshops and other competitive events.
- ◆ The students are also encouraged to present articles, class seminars, PPT presentations, class lectures.
- ◆ The students are provided remedial classes, tutorials, besides providing them facilities of book-lending from the college library.
- ◆ The college has browsing centre, Smart class room Smart boards in many classes, fully functional EDUSAT, LCD projectors, digital visualizes, and microscopes with live camera facilities, which are always available for the use of students so as to make their learning more interesting and interactive.
- ◆ The student representatives are also made a part in decision making process for issues concerning the college.

2.3.4 How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators?

The college offers enormous opportunities to develop critical thinking, creativity and scientific temper among the students. Students make best use of their creative and critical thinking

ability when they are given chances to organize various events held in the college. College also publishes an annual college magazine, manuscript magazine, and newsletter, where the maximum input is encouraged from the part of students. To sharpen their reasoning power, group discussions, debates and seminars are organized wherein they explore new ideas and also get a chance to listen to the expert views of eminent professionals. They are also given chances to participate in various intercollegiate fests, paper presentations etc. To encourage the scientific temper among students, the faculty engages the students in various practical works in computer labs and through OJT and project works. The college has a Carrier Guidance and Entrepreneurship Development Cell which helps the students to exhibit ideas which are innovative, creative and entrepreneurial.

2.3.5 What are the technologies and facilities available and used by the faculty for effective teaching? Eg: Virtual laboratories, e-learning - resources from National Programme on Technology Enhanced Learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education, etc.

The following audio visual aids are used to make teaching effective:

- ◆ LCD in classrooms
 - ◆ Overhead Transparencies
 - ◆ Tape recorders
 - ◆ Internet
 - ◆ E resources
 - ◆ Social Media
-
- ◆ The faculty makes active use of INFLIBNET and other online learning resources such as NLIST to update their knowledge to further impart it to their students.
 - ◆ The faculty and the college librarian make students aware of various free online courses. The librarian downloads the informative material from the online learning resources and makes them available to students.
 - ◆ The library subscribes to INFLIBNET and N-LIST and online journals.

- ◆ The college has established linkages with INFLIBNET to enable our faculty and students to access their resources.

2.3.6 How are the students and faculty exposed to advanced level of knowledge and skills (blended learning, expert lectures, seminars, workshops etc.)?

Regional, national, international and college level seminars are conducted at regular interval in the college and students and faculty get opportunity to listen to and interact with the subject experts. Experts from industry and academy are invited to deliver talks and students and faculty members benefit academically from these sessions. Teachers update themselves through orientation programme, refresher course, faculty development programme as prescribed by the UGC.

- Career counselling sessions are conducted to give career guidance to students.
- ICT teaching aids are used and students are also taken for industrial/ educational tours.
- Faculty is encouraged to undertake research activities like Minor/Major research projects funded by UGC.
- Faculty is also encouraged to attend conference, seminars, workshops, etc.

The College library has subscribed to various journals related to different subjects. In addition to this, books and magazines are purchased by the College on a regular basis for knowledge upgradation. Newspapers and Internet are used on daily basis to keep track of the latest advancements in a particular field.

2.3.7 Detail (process and the number of students \benefitted) on the academic, personal and psycho-social support and guidance services (professional counseling/mentoring /academic advise) provided to students?

Our faculty takes initiative in addressing the academic, psycho-social & personal needs of the students through mentoring, counselling and academic sessions. The students are benefited from counselling provided by the women cell as well as from the NSS coordination committee. Our students face various socio-psycho problems (like eve teasing, emotional breakups, social traumas, etc.) which are addressed by the faculty members. They adopt the Problem solving methodology and Proactive methodology during the counselling. Individual guidance and special attention is given to slow learners.

2.3.8 Provide details of innovative teaching approaches/methods adopted by the faculty during the last four years? What are the efforts made by the institution to encourage the faculty to adopt new and innovative approaches and the impact of such innovative practices on student learning?

During the last four years the faculties adopted various modes of innovative teaching. They were constantly encouraged to gradually replace the conventional mode of lectures and move towards teaching with the help of audio-visual aids such as LCD projector, CDs and promote e-learning through internet. Field studies, excursion tours, practical training (in science faculty), tutorial classes, seminars on personality development by experts from outside the institution have produced tremendous impact on student's learning. To support the same, computers and LCD projectors were provided to all the departments of Science faculty and Political Science and Geography departments offering Core course. The faculty members are given full support in adopting their own effective approach in transacting the curriculum.

2.3.9 How are library resources used to augment the teaching-learning process?

The college library is a storehouse of information and has a wealth of challenging opinions offering students an exposure to recent debates.

- ◆ Faculty members regularly use the library resources to update their knowledge in order to prepare teaching material.
- ◆ At the beginning of the academic year new entrants are given an orientation regarding how to use the library facilities and resources.
- ◆ Newspaper articles are filed and made available to students in the library.
- ◆ Students are taken to the library to show them the reference books of subjects as also reference books from the library are taken to the classroom for students to get an exposure. Browsing through new books creates an interest for students to read further.
- ◆ Students are given names of reference books available in library for relevant topics and projects.
- ◆ The college library organizes a book exhibition every year. This gives students and faculty a good exposure to a variety of new writings.
- ◆ There is a new arrival section in the library which showcases books recently added to the library.

- ◆ CD's available in the library are used to evaluate listening comprehension.
- ◆ The internet and various e-learning resources are made available to students free of cost.
- ◆ A prototype of a repository 'Knowledge Hub', has been created and it contains the research papers presented by faculty at conferences and seminars.

2.3.10 Does the institution face any challenges in completing the curriculum within the planned time frame and calendar? If 'yes', elaborate on the challenges encountered and the institutional approaches to overcome these.

Yes, the college faces challenges in completing the curriculum within the planned time frame and calendar due to following reasons:

- There is acute crisis of permanent teacher in different subjects. Some departments are totally vacant and some have very few i.e inadequate teachers. However college arranges part-time and guest teachers to meet the staff shortage to some extent and thus help to complete the syllabi in time.
- College campus is engaged to conduct various examinations throughout year, e.g. matriculation exam. 10+2, Graduation exam there is no exclusive examination Hall in college. Teachers are often engaged by the university as examiners for centralized examiners in practical examinations. Thus a teacher remain engaged in these activities on an average for 60-70 days per academic year.

2.3.11 How does the institute monitor and evaluate the quality of teaching learning?

- ◆ An analysis of the subject wise results is done and discussed at the department level as well as in the staff meetings. The subject wise analysis of the results serves as an indicator of the areas which need improvement. Teachers take corrective steps where required.
- ◆ Regular feedback and interaction with the students helps in improving the quality of teaching learning process.
- ◆ Heads of department regularly observe the lectures engaged by the members of their department.
- ◆ Suggestions given in the Student Feedback Forms help in improving the quality of teaching learning by implementing suggestions which benefit students.

- ◆ Heads of department confirm that the syllabus is completed effectively and timely as per teaching plan given by departmental members in the beginning.
- ◆ Heads of department hold meetings with colleagues in the department at the beginning and end of the academic year to discuss various aspects related to teaching – learning of their respective subject.
- ◆ After every internal and external examination, the teachers in each department analyze the results and think of ways to improve the same. These efforts contribute to :
 - ◆ Guiding the individual subject teacher.
 - ◆ Initiating remedial action for slow and average learners.
 - ◆ Devising plans for advanced learners so that they can perform even better.
- ◆ The Principal monitor the teaching methodology.
- ◆ The discipline committee looks after the discipline of the college. The entire staff constantly makes efforts to ensure that discipline is maintained.
- ◆ The college management liaisons with the Principal / Heads of Department to monitor the quality of teaching.
- ◆ Feedback is collected from students regarding the performance of teachers and teachers are given constructive suggestions based on this feedback.

2.4 Teacher Quality

2.4.1 Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human resource (qualified and competent teachers) to meet the changing requirements of the curriculum

In the case of recruitments, the college follows the guidelines given by the State Government, V.K.S.U, Ara and the University Grants Commission (UGC) while appointing teachers. We being a minority institution, the management constitute the selection committee. Candidates are selected purely on merit. The teaching faculty is from diverse back- grounds.

When a teacher avails of the study leave facility, or a vacancy arises teachers are appointed.

A democratic work culture of the institution helps in retaining the faculty. Time tables are adjusted according to the convenience of visiting faculty.

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teacher							
D.sc./D.Lit.							
Ph.D.					15	01	
M.Phil.	--	--	--	--	--	--	
PG					02		
Temporary teachers							
Ph.D.					15	05	
M.Phil.							
PG							
Part-time teachers							
Ph.D.							
M.Phil.							
PG							

2.4.2 How does the institution cope with the growing demand/scarcity of qualified senior faculty to teach new programmes/modern areas (emerging areas) of study being introduced(Biotechnology, IT, Bioinformatics etc.)? Provide details on the efforts made by the institution in this direction and the outcome during the last three years.

The College has the freedom to provide competent faculty to the students as per the demands of respective courses. Such 8 appointments are made in the subjects like Political Science, Physics, Philosophy and History. There are also 9 approved Part-time teachers in some departments approved by the Department of Higher Education, Government of Bihar.

2.4.3 Providing details on staff development programmes during the last four years elaborate on the strategies adopted by the institution in enhancing the teacher quality.

a) **Nomination to staff development programmes**

Academic Staff Development Programmes	Number of faculty nominated
Refresher courses	Three
HRD programmes	Two
Orientation programmes	-----
Staff training conducted by the university	Five
Staff training conducted by other institutions	-----
Summer / winter schools, workshops, etc.	-----

b) Faculty Training programmes organized by the institution to empower and enable the use of various tools and technology for improved teaching-learning.

- National and regional seminars, invited talks and workshops were conducted by the departments.
- The college subscribes to a number of journals related to different disciplines.
- Teachers and students are encouraged to access information from INFLIBNET and web resources.
- Research and consultancy Cell publishes The Indian Journal of Multidisciplinary Academic Research
- A research journal titled — Exploring history is being published by the post graduate Department of History.
- The college unions publish college magazines — every year.

The faculty members attend the training programmes conducted by the University on Evaluation and Assessment.

c) Percentage of faculty

The College supports and encourages faculty members to broaden their theoretical perceptions and sharpen the methodological tools of the subject concerned. The teachers are encouraged to attend the orientation and refresher courses conducted in various universities across India. Added to it to promote researches the teachers are encouraged to send minor and major research proposals to UGC/CSIR/ICHR/ICSSR. The research awards are definitely instrumental in recharging the faculty members as they engage with new discourses, methodologies prevalent in the respective subject. The college also provides small grants to departments to undertake some specific and extremely relevant research proposals and fieldwork. The teachers who do their Ph.D. are given study leave to complete their work. The teachers are also encouraged to attend seminar and symposiums and the college supports them through granting duty leave and reimburses their travel expenditure. The college is also undertaking efforts to publish a

monograph on S.N.COLLEGE, SHAHMAL KAIRA DEO, Rohtas and also an academic journal which shall be peer reviewed.

2.4.4 What policies/systems are in place to recharge teachers? (eg: providing research grants, study leave, support for research and academic publications teaching experience in other national institutions and specialized programmes industrial engagement etc.)

The institution has a research policy to promote research amongst the faculty. Teachers participate in workshops, seminars and present papers as well, which helps them keep abreast in their subject. Duty leave is sanctioned by the college for this purpose and registration fees spent for the same are reimbursed. The college authorities sanctioned a two year Faculty Development Programme leave of the UGC for an Associate Professor, to pursue her Ph.D. which she completed successfully. Many teachers are self motivated and their passion for teaching helps them go ahead with fervour. When students respond positively to the efforts taken by the teachers it provides a tremendous boost to teachers. Resource persons are invited to interact with the faculty. With the grant of Rupees One Lakh given by the management, two computers, one printer and books related to research have been acquired by the college and used by the teachers. To promote a research culture among the staff, the college library has established linkages with other renowned libraries and has subscribed to various online resources such as N-LIST, INFLIBNET. The research committee promotes research activity.

2.4.5 Give the number of faculty who received awards / recognition at the state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance/achievement of the faculty.

None of our faculty has received awards / recognition at the state, national and international level for excellence in teaching. However, The College provides necessary infrastructure and other required support to encourage teachers to excel in their teaching. The study-centric environment and the encouragement extended by the Management provide a conducive atmosphere to the teachers to prove their mettle.

2.4.6 Has the institution introduced evaluation of teachers by the students and external Peers? If yes, how is the evaluation used for improving the quality of the teaching-learning process?

- ◆ The teachers have been evaluated by the students periodically using the five point evaluation scale. The students have been given confidential evaluation forms that are distributed in the class for the respective teacher's assessment.
- ◆ As per the guidelines provided by the Career Advancement Scheme (CAS) the college also gives importance to the feedback provided by the External Peer Groups.
- ◆ All teachers are required to fill up a Self-Appraisal report at the end of the year. These forms are submitted through their respective Heads of the Department (HODs) who act as internal peers in monitoring a teacher's progress.
- ◆ On receiving feedback from students, the HOD personally gives constructive feedback to the concerned teacher.
- ◆ Senior faculty members from neighbouring colleges are invited as moderators. It provides us with valuable feedback and suggestions on the papers set and assessment done.
- ◆ Improvement in the teachers performance is monitored by the Principal, Vice Principals, Heads of the Department and the IQAC

2.5 Evaluation Process and Reforms

2.5.1 How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes?

The pattern of examination and evaluation is carried out by the affiliating University. The schedule of examination and paper setting is decided by the university, which is communicated by university through electronic and print media. The same notifications are also displayed on the College website and notice boards. The exams are conducted by the college under the supervision of the university authorities. Examination coordinator of the college makes the necessary arrangements of assigning the examination duties to the staff besides making necessary arrangements for heating. The superintending staff is preferably selected from the senior and experienced teachers. With the efforts of examination staff the exams are always smooth and fair.

2.5.2 What are the major evaluation reforms of the university that the institution has adopted and what are the reforms initiated by the institution on its own?

Being a constituent unit of V.K.S.U, Ara, the College is obliged to adopt every change/reform relating to 'evaluation'. The College strictly follows University guidelines with regard to appointment of theory/practical examiners and schedule of these examinations.

Monthly tests have recently been proposed for the UG students.

2.5.3 How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?

Institution follows the university norms and guidelines for conducting examination. A separate examination committee is formed for conducting examination in the institution. The committee ensures that there is no use of unfair means in the examination. Flying squad visits and rounds from time to time are arranged in the examination rooms.

From the academic year 2014-16 onwards, the affiliating University has decided to allocate 25% marks to the Colleges for internal assessments. In this process College conducts midterm exams and evaluation, strictly following the guidelines of the affiliating University.

2.5.4 Provide details on the formative and summative assessment approaches adopted to measure student achievement. Cite a few examples which have positively impacted the system.

The institution at present is adopting both formative and summative evaluation approaches to measure student achievement. Under formative evaluation, students are given topics for group discussion and seminars. After every topic in the class, oral and written tests are organized to get the feedback instantly. This exercise enables the faculty to take remedial measures for the improvement of the students. The Department of Vocational gives projects to its students to promote research aptitude amongst them.

The summative evaluation is done through written tests and exams. Students are supposed to take weekly tests, monthly tests and exams during one session. If some of the students do not perform well, they are guided by the faculty members to improve their results. A special test is also organized. The Students Progress Monitor Committee keeps a constant vigil on such

activities.

2.5.5 Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weightages assigned for the overall development of students (weightage for behavioral aspects, independent learning, communication skills etc.

Improvements in Internal Assessment: Written tests, attendance, presentations, field visits, assignments, seminars, workshops, independent learning, behavioral aspects all add up to continuous Internal Assessment.

Transparency in Internal Assessment: After evaluation of the assignments/tests/projects/ etc. the outcome/results are discussed in the class, results are announced in the class, students are individually counseled, feedback taken from the students for better assessment.

Weightage in Internal Assessment: While evaluating students for internal assessment due weightage is considered for their regularity (attendance), behavioral aspects, class performance and their participation in group discussions.

2.5.6 What are the graduates attributes specified by the college/affiliating university? How does the college ensure the attainment of these by the students?

At the academic front efforts are made to improve the results and enhance the intellectual capability of the students by satisfying their queries. It is ensured that the syllabus is completed well in time, and the students get sufficient time for their examination preparation.

Besides the regular studies extra-curricular activities like sports, NSS, Rangers are also provided to the students for overall development of the students ESPD Career Counselling Cell, and Equal Opportunity Centre in the college helps in developing the personality of the students. All these helps in attaining the graduate attributes.

2.5.7 What are the mechanisms for redressal of grievances with reference to evaluation both at the college and University level?

Our college has a Grievance Redressal Cell which addresses student issues in an informal manner.

- ◆ Grievances related to the university like correction in the mark-sheet are forwarded to the university by the college.

The nature of punishment includes verbal as well as written warning, information to the parents, financial punishment and expelling/ debarring from the institute as per the decision of the Academic Committee.

2.6. Student performance and Learning Outcomes

2.6.1 Does the college have clearly stated learning outcomes? If 'yes' give details on how the students and staff are made aware of these?

Yes, the college has clearly stated learning outcomes. It wants to produce mature productive citizens of society. The students and staff are made aware of these through the following:

Whenever a new course is to be introduced in the college, the scope of the course is discussed by the Head of Department with his faculty members. The Academic council of the college also familiarizes the staff about the scope of a particular course.

The details of the main courses and their future prospects are given in the College Prospectus. At the time of admission, the students are counselled regarding a particular course, its demand in the coming years- socially as well as professionally, what the student is expected to learn during the course, what job offers he gets after the course etc. The details regarding the emerging courses are also available on the college website. Professional Development, Career Counselling and Placement Cell also hold seminars and workshops on career options to make the students aware of the options available to them after completing a particular course.

2.6.2 Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course / programme? Provide an analysis of the students results / achievements (Programme / course wise for last four years) and explain the differences if any and patterns of achievement across the programmes / courses offered.

The following monitoring methods are adopted by the institutions:

Academic monitoring: The academic performance is monitored by observing the students' performance in the classrooms through discussions, interactions, presentations, seminars, and assignments. Monitoring is also done by observing their performance in the internal examinations, and final examinations taking both theoretical and practical aspects into consideration.

Regularity: The regularity of the students is monitored by recording presence/ absence in every class.

Co-curricular and Extra-curricular activity monitoring: After identifying their areas of interest in co-curricular and extra-curricular activities, the students' participation /non participation is recorded.

Monitoring of physical and emotional well-being: All the staff continually involve in students' physical and emotional well-being through continuous counselling and offer help wherever necessary.

2.6.3 How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?

- ◆ The teaching plan is determined by the number of lectures allocated for the different modules of the syllabus by the University. Teachers make a teaching plan based on the number of working days and number of lectures and tutorials available in every year. Keeping in mind the level of students, the syllabus and objectives of the course, the teachers make a teaching plan.
- ◆ Extra lectures are taken whenever required. At the beginning of the academic year a staff meeting is held to decide strategies regarding teaching, learning and assessment.
- ◆ Departmental meetings also discuss the learning outcomes.
- ◆ Timetables are made for lectures and tutorials.
- ◆ Later in the academic year a schedule for remedial teaching is worked out and implemented for weaker students.
- ◆ Advanced learners are guided by the faculty based on their area of interest in the subject.
- ◆ Teachers explain concepts and topics in as simple a way as possible relating theory to the real world.
- ◆ Apart from the lecture method, other teaching methods used are: Quiz Competitions role-plays and subject related competitions.
- ◆ Field visits and Industrial visits/ tours are organized.
- ◆ Presentations are made by the students in the classroom.
- ◆ The institution organizes seminars.

- ◆ Students are given problems to solve based on the theory they study.

2.6.4 What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (student placements, entrepreneurship, innovation and research aptitude developed among students etc.) of the courses offered?

The IQAC of the college has started collecting data on student learning outcomes through regular feedback from the students, alumni, parents, teachers and other group of the society. After analyzing the collected data, if there is any area for improvement, the matter is discussed in the suitable platform to get corrected barriers of learning.

2.6.5 How does the institution collect and analyze data on student performance and learning outcomes and use it for planning and overcoming barriers of learning?

- ◆ On the basis of feedback received from students, suggestions are taken into consideration for making changes in the teaching learning process.
- ◆ Feedback received from alumni is also incorporated in improving quality of teaching. As many of our alumni are well employed the feedback received from them proves to be valuable.
- ◆ The examination committee analyses the data on student learning outcomes and discusses this with the Principal who then has a discussion with the teachers of each department. IQAC is actively involved in the process.
- ◆ Efforts are made to overcome the obstacles encountered in students achieving their learning outcomes. Weak students are given special attention by teachers through remedial teaching and their morale is boosted, helping them to gain confidence in themselves and work hard towards their goals.

The institution collects and analyses data on student learning outcomes in the following manner:

- ◆ College results
- ◆ Through the class tests and Semester End Examinations.
- ◆ Through evaluation of students for class participation.
- ◆ Through aptitude tests for Final Year degree students.
- ◆ Other activities conducted by departments such as competitions, quizzes and moot court etc.

Based on the above understanding planning and overcoming barriers of learning is done through:

- ◆ Departmental meetings wherein teachers discuss and decide ways of solving problems that arise in the process of teaching learning.
- ◆ Remedial coaching: For academically weaker students, extra classes are conducted to improve their learning abilities.
- ◆ Students' participation in in-house events – debating, essay writing, quiz etc. help learners to develop their skills.
- ◆ Financial assistance to students to participate in inter-collegiate events.
- ◆ Industrial visits and field visits are organized in order to give students an exposure to real life situations and relate theory to practice.

2.6.6 How does the institution monitor and ensure the achievement of learning outcomes?

Some of the students take up part time jobs after college hours and during vacations which helps them to develop their aptitude in applying the theory they learn in the class room to practical situations.

Various measures have been taken to monitor and bring about improvement in learning outcomes:

- a) Staff meetings and departmental meetings are platforms which are used to monitor and improve learning outcomes.
- b) Attendance is compulsory and recorded.
- c) The academic progresses of students are monitored by the marks scored in test papers, assignments, presentations and viva-voce etc.
- d) Internal and external examinations are conducted as per university rules.
- e) The institution ensures the regularity and punctuality of students and teachers.
- f) Use of ICT in teaching learning process.
- g) IQAC regularly considers these matters and helps in the planning and monitoring process.

2.6.7 Does the institution and individual teachers use assessment/evaluation outcomes as an indicator for evaluating student performance, achievement of learning objectives and planning? If 'yes' provide details on the process and cite a few examples.

Any other relevant information regarding teaching-Learning and Evaluation which the college would like to include.

- ◆ Department faculty encourages the students to acquire knowledge in different ways. Interactive learning takes place through field work, study tours, group discussions, outdoor-camps, workshops, audiovisual methods and so on. Group discussion, debates and seminars are conducted in the UG classes in which students present papers.
- ◆ A report is prepared of the students on curriculum, course contents and other aspects of teaching-learning and appropriate action is taken to improve the quality of the academic programme.
- ◆ Extension lectures by academic scholars and literary personalities and lecture demonstrations of classical art forms are offered to the students every year.
- ◆ A teacher-centered-pedagogy in UG level in most departments. There is a shift to student centered pedagogy with the active participation of students in project works, field trips, seminars and discussions.
- ◆ Each department has a system for the evaluation of teachers by students. This is carried out at the end of every year; appropriate action will be initiated by the principal to improve the quality of teaching.

**CRITERION III: RESEARCH CONSULTANCY AND EXTENSION
KEY ASPECTS**

- 3.1 Promotion of Research
- 3.2 Resource Mobilization for Research
- 3.3 Research Facilities
- 3.4 Research Publications and Awards
- 3.5 Consultancy
- 3.6 Extension Activities and Institutional Social Responsibility
- 3.7 Collaborations

CRITERION III: RESEARCH CONSULTANCY AND EXTENSION

3.1 Promotion of Research

3.1.1 Does the institution have recognized research center/s of the affiliating University or any other agency/organization?

The institution as such has not a recognized research centre; however the faculty is involved in the research at individual level in various departments and in collaboration with some universities and research centers

3.1.2 Does the Institution have a research committee to monitor and address the issues of research? If so, what is its composition? Mention a few recommendations made by the committee for implementation and their impact.

Yes, there is a Research Committee in the college; the composition of the committee is as following members:

1. Prof. Ram Ashish Roy, Principal, Chairman
2. Bursar
3. Convenor, Finance Committee
4. IQAC Coordinator
5. Accountant
6. All Major and Minor Research Project Holders

The following are the major functions of the committee

- ◆ To develop an aptitude for research among both faculty and students.
- ◆ To oversee the functioning of the publication of research

work.

- ◆ To encourage faculty to pursue M.Phil and Ph.D. degrees.
- ◆ To collaborate with industries and research labs for carrying out research in emerging areas.
- ◆ To encourage both faculty and students to write research paper and proposals and publish the same in national/international journals.
- ◆ To encourage faculty members to participate in national/international seminars and present papers.
- ◆ To recommend the management to augment the subscription of research journals, e-journals and reference book to the library.
- ◆ To recommend the management to grant financial assistance for doing research/ presenting papers in national seminars/ publishing articles in journals.

Impact of the recommendations of research committee:-

- ◆ Faculty members of the College participate in various seminars as resource person/delegate during the current year.
- ◆ Final year UG students have shown active interest to study research problems.
- ◆ A socio-economic survey on micro finance was undertaken with the active involvement of the students of the College.
- ◆ All departments have organized inter collegiate seminars/workshops in emerging areas of their discipline.
- ◆ The College has published research papers with Excel India Publishers. Four research books have been edited and published with ISBN number.
- ◆ Research scholars are well integrated into the everyday functioning of the College and they are organized and streamlined.
- ◆ Developed students research center with better interdisciplinary coordination and monitoring of the students' research project.
- ◆ The institution has conducted twelve national level research conferences in the field of Physics, Zoology, Mathematics.

3.1.3 What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes/projects?

The institute is not a research institute. However, whenever a faculty member gets opportunity to pursue some research project sponsored by UGC or any other agency, the institute acts as a true facilitator for the smooth implementation of research

schemes.

- ◆ **Autonomy to the Principal Investigator:** Full autonomy is given to the Principal Investigator by the institution to facilitate smooth progress and implementation of research schemes/projects.
- ◆ **Timely availability or release of resources:** The Institution makes all necessary arrangements for timely availability or release of resources for smooth progress and implementation of research schemes/projects.
- ◆ **Adequate infrastructure and human resources:**
- ◆ **Time-off, reduced teaching load, special leave etc. to teachers:** Due to shortage of staff almost in every department, the institution cannot afford to reduce teaching load for the sake of the students. However special leave is granted when and where it is necessary.
- ◆ **Support in terms of technology and information needs:** Internet, LAN and journal and e-journal subscription is made available to the Principal Investigator by the institution to facilitate smooth progress and implementation of research schemes/projects.
- ◆ **Facilitate timely auditing and submission of Utilization Certificate to the funding authorities:** The institution monitors and facilitate timely auditing and submission of Utilization Certificate to the funding authorities.
- ◆ **Any other:** The institution encourages and extends all help possible to promote research activities in the institution.

3.1.4 What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?

The institution has introduced project as a core course for the undergraduate programmes. Mini-projects have been introduced with curriculum itself. This is having a positive impact and promotes research culture in the campus. The College has taken several steps to intensify research zeal amongst students by:

- ◆ Motivating and guiding under graduate students to take up research topics in emerging areas and prepare their project/dissertation.
- ◆ Enhancing library facilities by including research studies by eminent researchers to the existing stocks, subscribing to national research journals and provision of free access to internet.
- ◆ Arranging workshops and classes in research methodology

and Statistical Analysis by external experts.

- ◆ Conducting visits to leading research institutions and universities in India and Singapore to introduce various opportunities for the students to take research as a career.
- ◆ Organizing national level seminars in emerging areas to create curiosity among the students as well as to get a chance to meet with academic experts of the related area.

3.1.5 Give details of the faculty involvement in active research (Guiding student research, leading Research Projects, engaged in individual/collaborative research activity, etc.

The College undertakes student research activities in the form of projects/dissertations in graduate programmes. All faculty members are guiding the under Graduate and Vocational students in preparation of projects/dissertation.

70% of the faculty members are having research degree to guide research programmes. The department-wise faculty having research degrees are as follows:

DEPARTMENT		No of faculty having M.Phil	Number of faculty having Ph.D	No of faculty having only PG	Total number of faculty
01.	Hindi				
02.	English				
03.	Philosophy				
04.	Economics				
05.	Political Science				
06.	History				
07.	Psychology				
08.	Geography				
09.	Mathematics				
10.	Physics				
11.	Chemistry				
12.	Mathematics				
13.	Botany				
14.	Zoology				
15.	BCA				
16.	BBA				

3.1.6 Give details of workshops/ training programmes/ sensitization programmes conducted/organized by the institution with focus on capacity building in terms of research and imbibing research culture among the staff and students.

-N/A-

3.1.7 Provide details of prioritized research areas and the expertise available with the institution.

Priority areas for research

There are no priorities research areas and the expertise available with the institution, however, the institution tries to prepare students for research by giving them initiation in basics of research along with regular teaching activities.

The faculty members dealing with the students at UG level study and analyze latest trends, techniques, research interpretation keeping in mind its applicability in the respective subjects.

3.1.8 Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students?

Though the college has no registered research centre of the affiliating university, different faculty keep on inviting experts on various subjects to deliver guest lectures to the students of Under graduate level. In order to motivate overall awareness among students and staff, the institute invites eminent personalities to visit campus.

3.1.9 What percentage of the faculty has utilized Sabbatical Leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?

The management is granting special leave to research scholars to do part-time research and present research papers. During the period 2011-15, thirty-six faculty members were given leave to present their research papers in various institutes.

3.1.10 Provide details of the initiatives taken up by the institution in creating awareness/advocating/transfer of relative findings of research of the institution and elsewhere to students and community (lab to land)

Environment and Health Awareness Programs are launched by the students to provide some community services. Besides the faculty provides subject expertise through media / e-content development to the students and teaching community. Career counseling / recruitment drives / sessions are provided to the in campus and

outgoing students in collaboration with some NGO'S, and some private companies.

3.2 Resource Mobilization for Research

3.2.1 What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization.

Since our college is an undergraduate college, there is no budgetary provision for research activities. However, the college provides infrastructural facilities, standby power supply, gas, water, electricity etc. and funds for purchase of chemicals and glass wares out of fund allocated to the science departments.

3.2.2 Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years?

There is no provision in the institution to provide seed money to the faculty for research.

3.2.3 What are the financial provisions made available to support student research projects by students?

The institution encourages students to take up project works which do not involve huge amounts of money and within the financial ability of students.

3.2.4 How does the various departments/units/staff of the institute interact in undertaking inter-disciplinary research? Cite examples of successful endeavors and challenges faced in organizing interdisciplinary research.

The institute encourages the undertaking of inter disciplinary research through inter personal departmental interactions and paper presentations. Four faculty members from Political Science, Economics and English departments got the opportunity of presenting papers in the National Seminar held on 2014 that was organized by the Geography Department of the institution.

3.2.5 How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?

The available research facilities such as general library, INFLIBENT, reprographic facilities in general library, internet connectivity, software, computing facilities and electronic equipment are used on a shared basis among students and faculty members. The library working hours is extended up to 4 pm on working days. The digital library accessing has been extended to 24/7 system by providing WIFI facility. The research related facilities are opened to students during their academic project tenure under the supervision of teachers concerned. Faculty members avail these facilities of research oriented software as and when required. Periodic updating and up-gradation of the scientific equipment is made. Training is provided for lab attendants and students for efficient handling of laboratory equipment in science department. Need based repairs and maintenance of equipment is carried by technical staff. Students are permitted to use the library resources of College.

3.2.6 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If 'yes' give details.

So far the college has not received any special grants from industry for developing research facility in the college. However, with the establishment of the Research Centre in Science the college is going to obtain grants for research from the UGC and industry.

3.2.7 Enumerate the support provided to the faculty in securing research funds from various funding agencies, industry and other organisations. Provide details of ongoing and completed projects and grants received during the last four years.

The college provides necessary help to the interested faculty members to apply for research grants from different sponsoring agencies and also guides them wherever required to carry out a research projects.

3.3 Research Facilities

3.3.1 What are the research facilities available to the students and research scholars within the campus?

Libraries, laboratories with different equipments/apparatus and

chemicals, computer with internet connection facilities are available to the students and teachers.

To inculcate research aptitude of students the college has provided following facilities:

- ◆ A Research Centre with ICT facilities.
- ◆ A separate space for researchers in the library.
- ◆ Three research guides.
- ◆ Students and the faculty doing research have access to books, journals, newspapers, software for data analysis and web resources in the library.
- ◆ Seed money.

3.3.2 What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?

Though the college has the latest scientific equipment, there is always a room for further upgradation and creation of latest infrastructure facilities to meet the needs of students and faculty alike in the new and emerging areas of research. Since science and especially environment science and computer science are the top priorities of the global science, the institution further plans to have upgraded science labs, computer labs and latest audio-video equipments for shooting documentaries. The institution has a plan to add latest reference books, subscribe to new national and international research journals in the library so that the needs of researchers in the new and emerging areas of research are fulfilled. This is to be achieved with the help of the UGC grants and from Management funds. The heads of departments forward demand for equipments, books and other material etc. for the research committee to consider it and a sanction for such purchase is taken from the management.

3.3.3 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facilities?? If 'yes', what are the instruments / facilities created during the last four years.

N/A

3.3.4 What are the research facilities made available to the students and research scholars outside the campus / other research laboratories?

The following research facilities are made available to the students and research scholars outside the campus / other research laboratories:

- ◆ This is an Under Graduate College hence the Students' do not visits the campus to avail research facilities.
- ◆ The research Scholars who are working in Major Research Projects or supervisors who are guiding students who are scholars from outside the campus use the research facilities and research laboratories and their respective supervisors make necessary arrangements for that with prior permission from the college authority.

Two Institutional Ethical committees for Animal and Human research work are formed to approve and Monitor Research Work. Projects related to animal and human research activities are placed before theses committees for approval. Research Scholars of the college can also place their proposal for approval in this regard.

3.3.5 Provide details on the library/ information resource center or any other facilities available specifically for the researchers?

Library is fully automated with OPAC facility and has about 23000 text and 28000 reference books to cater the need of about 3000 students. The library services are provided by the library staff comprised of One Chief Librarian, One Library Assistant, One library bearer, One Orderly and 05 Local fund employees. It is in place to mention that the students and the staff has an easy access to the library. Besides the library has generated an amount of Rs. 3000 as fine and reimbursed to the Govt. Treasury. The professional ability of the library staff is updated by sending them to attend orientation/refresher courses.

There is an easy access to 2154 e-journals and 51746 e-books for both the students and the staff through INFLIBNET (NLIST) programme.

3.3.6 What are the collaborative research facilities developed/created by the research institutes in the college. For ex. Laboratories, library, instruments, computers, new technology etc.

Collaborative Research facilities by various Departments:-

Library:

After library automation and *bar coding* the researchers and the students have easy access to the literature available in the library.

Besides, the library also gets feedback from the faculty and the students to update the library facilities. An active Browsing Centre is kept open for the students and the staff to collect the teaching/learning and the research material in the institution.

Laboratories and Instruments:

Sharing of information and instruments is a collaborative approach of some of the major departments in the institution viz., Botany, zoology and Chemistry.

However, the College has developed few infrastructural facilities which can be used by all the departments in a collaborative manner for teaching as well as research:

- Science departments is equipped with advanced instruments
- UGC network resource centre in library
- Library with reading room
- Smart class room
- Seminar hall
- INFLIBNET

3.4 Research Publications and Awards

3.4.1 Highlight the major research achievements of the staff and students in terms of

- * **Patents obtained and filed (process and product)**
- * **Original research contributing to product improvement**
- * **Research studies or surveys benefiting the community or improving the services**
- * **Research inputs contributing to new initiatives and social development**

-N/A-

3.4.2 Does the Institute publish or partner in publication of research journal(s)? If 'yes', indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?

Although research journal has not been published by the college till now, yet research articles are published in the proceedings of the National & State-level seminars organized in the college. Besides, books have been authored or completed by many teachers.

3.4.3 Give details of publications by the faculty and students:

- * **Publication per faculty** : Nil
- * **Number of papers published by faculty and students in peer reviewed journals (national / international)**
Students ---- NIL --- Faculty ---- 12-----
- * **Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)** : Nil
- * **Monographs** : Nil
- * **Chapter in Books** : Nil
- * **Books Edited** : Nil
- * **Books with ISBN/ISSN numbers with details of publishers** : Nil
- * **Citation Index** : Nil
- * **SNIP** : Nil
- * **SJR** : Nil
- * **Impact factor** : Nil
- * **h-index** : Nil

3.4.4 Provide details (if any) of

- * **research awards received by the faculty**
- * **recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally**
- * **incentives given to faculty for receiving state, national and international recognitions for research contributions.**

-N/A-

3.5 Consultancy

3.5.1 Give details of the systems and strategies for establishing institute-industry interface?

The institution is making efforts to establish links with industry. Department of Botany developed and linkage with Krishi Vignan Kendram, a prominent Agriculture Research Centre at Rohtas.

3.5.2 What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?

The institution identifies the resources within the faculty with respect to their subjective and professional knowledge which is correlated to the need of the society for their benefit. The Principal and the management encourage the faculty to take up consultancy activities. A consultancy policy is constituted by the institution which states that:

- ◆ Permanent and temporary faculty can provide consultancy in their respective area of expertise.
- ◆ Consultancy services under the institutional social responsibility can be undertaken by the faculty with the permission of the authorities.
- ◆ Prior permission from the HOD / Principal is required for using any ICT or other infrastructure for consultancy services.
- ◆ The Principal can allow time-off for consultancy provided by the faculty.
- ◆ The income generated from consultancy services would be shared in the ratio of 50: 50.
- ◆ A written permission of the HOD / Principal is required by the faculty for any consultancy projects.

Names of faculty with their area of expertise have been mentioned in the college magazine and prospectus

3.5.3 How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?

The College authorities provide the required infrastructure such as auditorium and conference room with ICT facilities. The college provides these facilities without charging anything from the participants. The faculty can undertake consultancy projects within the consultancy policy framework.

The faculty members are encouraged to utilize the facilities of the College or their expertise to extend consultancy service to outsiders. The available laboratory recourses are freely

accessible to the faculty members for their consultancy works. The work loads of such faculty members are conveniently adjusted by the departments for pursuing their consultancy services.

3.5.4 List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.

The institution offers wide variety of consultancy services . Department of Botany since couple of years has been providing consultancy service in soil testing, water testing and vermi compost making. It has been making use of the expertise for the farmers at a minimum charge. Department of Account is providing consultancy service in Income Tax Proposal preparation. Department of Zoology is providing consultancy service in Blood Group testing. Consultancy service in Water Analysis and Soil Analysis is provided by Chemistry department. Keeping in view of the need of vegetables free of harmful chemical fertilizers, The amount earned through consultancy is deposited in CPDC fund.

3.5.5 What is the policy of the institution in sharing the income generated through consultancy (staff involved: Institution) and its use for institutional development?

No such consultancy services are there in the college.

3.6 Extension Activities and Institutional Social Responsibility (ISR)

3.6.1 How does the institution promote institution-neighborhood-community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?

The college makes conscious efforts to promote institution-neighborhood-community network through various activities conducted by the NSS unit. The National Service Scheme (NSS) unit organizes various activities for spreading awareness about social issues among the local community. Students enrolled in the NSS unit actively participate in these activities thus contributing to good citizenship, service orientation and holistic development of students.

The aforementioned units do awareness Programs within and outside the college related to environment, drug use, social evils

and skill developments. Besides the SCOUT GUIDE AND NSS units organize Blood donation camps every year in the college and in each camp about 50 points of blood are donated.

The college undertakes a number of community oriented activities in its periphery:

- ◆ The college has NSS units and it enrolled 120 male and 80 female students this year. A village in the neighbourhood is adopted by NSS for its activity. Under NSS department the College regularly organizes Blood Donation Camps with the help of Civil Hospital, Rohtas. The NSS department regularly organizes camps in the nearby villages, the purpose being to inculcate a sense of dignity of labour and fraternity among the students and to sensitize the villagers to clean and green India. Our NSS volunteers also take part in tree plantation drive from time to time. Girls also actively participate in these camps.

These camps also keep our campus and surrounding localities clean, green and hygienic. During these camps lectures are given on topics like moral education, human rights, women empowerment and environment also.

- ◆ Our SCOUT GUIDE volunteers are always ready to attend to any blood donation call to serve the patients in emergency.
- ◆ Our science labs are visited by nearby school students and we make arrangement for their transportation also.

The college undertakes a noble initiative every year to provide free computer education through computer awareness workshops to parents, grandparents and senior citizens. Senior citizens' computer related problems helpline is also established to tackle and diagnose their computer related issues on daily basis.

3.6.2 What is the Institutional mechanism to track students' involvement in various social movements / activities which promote citizenship roles?

At the start of the each academic session the students are provided preliminary admission forms to give their preferences for their enrolment in various social movements/ activities like NSS and SCOUT GUIDE and some add-on courses. NSS and SCOUT GUIDE Contingents are given the task of campus cleaning drives.

The college promotes students involvements in various social movements and activities by organizing various awareness camps, Health & Hygiene Camps (in collaboration with State AIDS Control Society and concerned Medical Specialists), Organising Rallies, Peace March Protests (Against rape and

sexual harassments, Rallies to spread awareness on serious environmental issues like hazards of Polybags, receding Water Table in the State, Poster making on eco friendly issues like water harvesting, water and energy conservation.

3.6.3 How does the institution solicit stakeholder perception on the overall performance and quality of the institution?

The institution solicits stakeholder perception on the overall performance and quality of the institution through regular meetings of IQAC, Alumni association of the college, interaction with the parents of weak and irregular students. Periodically getting feedback and appraisal from the students and elected representatives of student unions/media reports.

3.6.4 How does the institution plan and organize its extension and outreach programmes? Providing the budgetary details for last four years, list the major extension and outreach programmes and their impact on the overall development of students.

The institution plans and organizes its extension and outreach programs through NSS activities. It encourages students to study and observe the social life as it is present in the villages and rural slums, so that they become aware of the life at large when compared to their secure and safe life at home. The program Officers also exhort students to interact with villagers on issues like drinking, child-marriages, girl-child importance, mal-nourishment, the excessive use of pesticides, bioagriculture, vermi-compost, the use of technology etc.

Major Extension & Outreach Programmes:

- ◆ Community services in villages and Dalit Tola were organized for literacy awareness Health awareness, Cleanliness, Food & Nutrition etc.
- ◆ Seminars organized on social issues
 - ◆ Female Foeticide
 - ◆ Women Empowerment
 - ◆ AIDS Awareness
 - ◆ Legal rights of Women / Girls
- ◆ Workshop organized on
 - ◆ “Capacity building of women Managers in higher education” sponsored by UGC.
 - ◆ Anti Tobacco + Anti Alcohol Drive
 - ◆ Water and Power conservation Awareness.

- ◆ Health Camp on
 - ◆ Anaemia Detection
 - ◆ Blood Donation Awareness
 - ◆ Diabetes
 - ◆ AIDS Awareness

- ◆ Important Days Observations.
 - ◆ International Women's Day (8th . March)
 - ◆ World Cancer Day. (4th . February)
 - ◆ World Human Right Day (10th Sept.)
 - ◆ World AIDS Day (1st December)
 - ◆ Bihar Diwas (22-23 March)

Total Expenditure incurred on these programmes

In year 2009 – Rs 45,000/-

In year (2012 – Rs 90,000/-

Source of fund : 01 . Ministry of youth affair
 02 . College Internal fund
 03 .Help of NGOs.

3.6.5 How does the institution promote the participation of students and faculty in extension activities including participation in NSS, SCOUT GUIDE, YRC and other National/ International agencies?

The college enrolls students for the NSS and SCOUT GUIDE every year and conducts various activities which benefit the students in a multi-faceted manner. Some of the activities which encourage the students to join NSS & SCOUT GUIDE are:

- ◆ Orientation for new students to promote awareness about the NSS activities and its needs to the society.
- ◆ Leave of absence from the class and reimbursement of expenses incurred on boarding, lodging and conveyance for outstation activities.
- ◆ Motivation by faculty.
- ◆ Certificate from the NSS and SCOUT GUIDE on successful completion of required conditions which helps the students in their career
- ◆ Provision of the required infrastructure such as NSS, SCOUT GUIDE room with office equipments.

The beneficiaries of the outreach programmes usually recognize the contribution made by the faculty and students in this context.

The management always encourages the faculty to participate in the outreach programmes organized by the college.

3.6.6 Give details on social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from under-privileged and vulnerable sections of society?

The NSS undertakes regular social surveys of the neighbouring locality and this helps the college authority in establishing good rapport with the neighbourhood community. The major programmes launched by SCOUT GUIDE, NSS, and the Red Ribbon Club include the celebration of women's day focusing on woman centric issues, celebrating world Environment day to spread awareness towards conservation and protection of our environment. College day celebrations & inter college youth festival celebrations highlighting the contemporary sociopolitical and economic issues by means of skits, one act plays, debates, extempore, poster and painting competitions. All these help in promoting social equality, equal opportunity for one and all and empowering the tribal students. Free coaching classes for entry into services are conducted to empower the students from under privileged and vulnerable sections of the society.

3.6.7 Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students' academic learning experience and specify the values and skills inculcated.

The institution aims at developing responsible citizens having social awareness and leadership qualities. Various programmes and activities organised by the institution not only enrich students' academic learning but also develops various skills such as:

- ◆ Team work
- ◆ Leadership
- ◆ Dealing with challenges
- ◆ Patriotism
- ◆ Human touch
- ◆ Self-esteem enhancement
- ◆ Spirit of service to the society
- ◆ Communal harmony
- ◆ Gender sensitization

Students' participation in activities such as celebration of

Sadbhavana Diwas, voter's awareness camp, blood donation etc. develop spirit of patriotism while programmes such as 'Save the Girl Child', prohibition of dowry etc. sensitizes them about gender issues. Organisation of annual NSS and Leadership Camp develops team work, community living and leadership qualities among students.

3.6.8 How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?

Adequate communication is made to the local community in advance through banners, rallies, street plays and door-to-door contact programmes so that they participate in the activities and benefit from them. Some activities wherein the college encourages community participation are as follows:

- ◆ Malaria and dengue awareness
- ◆ Traffic control during Ganesh Immersion
- ◆ Voter's Awareness Programme in the neighborhood.
- ◆ Literacy programmes for the destitute children at Camp.

3.6.9 Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities.

The institution is organizing health awareness Programs and medical camps in the locality and in the adopted villages in collaboration with Civil Hospital Rohtas. Besides Department of social Forestry and soil conservation is taken in to collaboration for Plantation drives in and in vicinity of the campus. Bank has also collaborated with one of such activities.

3.6.10 Give details of awards received by the institution for extension activities and/contributions to the social/community development during the last four years.

The NSS programme officers has also get recognition for his excellent contribution in social services by university.

3.7 Collaboration

3.7.1 How does the institution collaborate and interact with research laboratories, institutes and industry for research

activities. Cite examples and benefits accrued of the initiatives – collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.

Collaboration of any form by the college with other agencies, bodies and institutions is the need of the present time. There is a need to explore the expertise of other institutions to improve the quality of teaching learning programme.

Keeping this in view, continuous efforts have been made at college, department and individual faculty level to form collaboration with other agencies and institutions. The linkage programmes have so far been proved to be very much effective and fruitful in importing quality in all spheres including teaching, learning, research and extension activities. The basic benefits of the linkage programme are as follows.

- Sharing of information between institutions.
- Organizing seminars, workshops and conference.
- Promotion of research activities.
- Promotion of extension activities,

But till date our college has not been able to implement these activities.

3.7.2 Provide details on the MoUs/collaborative arrangements (if any) with institutions of national importance/other universities/ industries/Corporate (Corporate entities) etc. and how they have contributed to the development of the institution.

The authority of signing the MOU, creation of collaboration arrangements with the institutions of national importance, Universities, industries and cooperate entities lies with the state Govt. The college of its own as per policy of the state government cannot sign a MOU or create any collaborative arrangement with any other institution.

3.7.3 Give details (if any) on the industry-institution-community interactions that have contributed to the establishment / creation/up-gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz. laboratories / library/ new technology /placement services etc.

There are very few Industries in Bihar and interactions between

industry-Institution-Community is difficult.

3.7.4 Highlighting the names of eminent scientists/participants who contributed to the events, provide details of national and international conferences organized by the college during the last four years.

No National & International conference has been organized by the college during last four years.

3.7.5 How many of the linkages/collaborations have actually resulted in formal MoUs and agreements? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and/or facilitated-

a)	Curriculum development/enrichment	Nil
b)	Internship/ On-the-job training	Nil
c)	Summer placement	Nil
d)	Faculty exchange and professional development	Nil
e)	Research	Nil
f)	Consultancy	Nil
g)	Extension	Nil
h)	Publication	Nil
i)	Student Placement	Nil
j)	Twinning programmes	Nil
k)	Introduction of new courses	Nil
l)	Student exchange	Nil
m)	Any other	Nil

3.7.6 Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/collaborations. Any other relevant information regarding Research, Consultancy and Extension which the college would like to include.

The institution has been making consistent efforts to establish linkages with cement and granite industries in and around the district of Rohtas.

Any other relevant information regarding Research, Consultancy and Extension which the College would like to include.

The College is ever-ready to make the systemic efforts in planning, establishing and implementing the initiatives of the linkages/collaborations. The College plans and establishes the linkages/collaborations with international, national, state, local bodies, industries and research institutes to boost research, consultancy and extension tasks. It works with them and takes initiative in enhancing and facilitating Curriculum development/enrichment, internship/ On-the-job training, research, consultancy, extension, publication, student placement and introduction of new courses. It implements the initiatives of the linkages/collaborations.

**CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES
KEY ASPECTS**

4.1 Physical Facilities

4.2 Library as a Learning Resource

4.3 IT Infrastructure

4.4 Maintenance of Campus Facilities

CRITERION IV: INFRASTRUCTURE AND EARNING ESOURCES

4.1 Physical Facilities

4.1.1 What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?

S.N. College, Shahmal Kaira Deo is situated in a serene surrounding at the foothills of the Western Ghats encompassing a sprawling area of 5.89 acres with a green campus and state-of-the-art buildings of over 7970.00 sq.mts., offering the best environment for imparting and imbibing knowledge. It is easily accessible from any part of the city and adjacent to the National Highway. It was started with 17 students in 1970 and has seen phenomenal growth. At present with 16 UG programmes and 7 Research programmes over 5.099 students are studying in the College.

When the College applies for a new programme or an increase in intake or revises the syllabus, the Principal and HOD discuss and plan for the infrastructural and equipment requirements. Based on this the Principal sends the proposal to the university and get the approval. Then the same is placed before the Governing body for approval, so that the necessary infrastructure is ready in time for occupation at the beginning of the academic session.

The college plans the requirements for the infrastructural facilities based on the University norms. Accordingly the class rooms, laboratory rooms, faculty rooms etc., are constructed and put in place for utilization. Further, the Management with the help of Principal and Civil Supervisor will ensure that all the infrastructural facilities available are is used to its maximum potential. The College ensures that at no point of time it deviates from the minimum prescribed norms of university. For the Laboratories, based on the syllabus approved by the Academic

Council and Governing Body, the equipments required for conducting the laboratory exercises are finalized. After that, the duly constituted purchase committee receives the quotations from the leading suppliers and the purchase is made from the supplier who matches the specifications and quality norms.

4.1.2 Detail the facilities available for

- a) **Curricular and co-curricular activities – classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, Animal house, specialized facilities and equipment for teaching, learning and research etc.**

Curricular and co-curricular activities: Classrooms, technology enabled learning spaces, conference room, tutorial spaces, seminar libraries, laboratories, specialized facilities and equipment for teaching, learning and research etc.

Classrooms: There are 20 class rooms apart from the departmental rooms seminar libraries and Science laboratories and computer laboratories for practical classes. Each classroom can accommodate approximately about 100 students. The big classrooms are well ventilated, with lots of sunlight, ideal for a crowded classroom.

- ◆ **Central Library:** The College Library utilizes a space of 150 sq.mtr with a Reading Room for free access of students. The college Library, a “Knowledge Centre” for accessibility, has been developing on modern lines as a prominent ‘Learning Resource Centre’. Complete Accession Numbering System & Cataloguing of all books and journals and user friendly Multi-Digit Alpha Numeric Decimal based numbering system. Local Area Network (LAN) using Standard software has been procured for automating in-house activities and services of the library. Installed 3 computers for Online Public Access Catalogue (OPAC) is made available to the users to identify the status of availability of documents in the library. Internet facility with 1 computer terminals. One photocopier and with printing facilities is available. Information on Competitive Examinations are the unique facilities for career planning and development programs. Online search and full text e-journals provided are being made available
- ◆ **Network Resource Centre:** There is a well-designed modern central Network Resource Centre with advanced audio-visuals multi-media facilities like LCD Projector, Smart board, Laptop, and 10 Computers with High Configuration of the Latest Generation with Internet connections. There a staff to maintain

the systems and to provide technical assistance to the faculty members and students.

- ◆ All the Departments have been provided with computers & Internet Connections. The computers/Laptops are also interfaced with LCDs to train and develop Power Point presentations for the Teaching.
 - ◆ **Laboratories:** There are Laboratories for Subjects: Physics, Chemistry, Botany, Physiology and Zoology. The laboratories are upgraded with advanced Laboratory equipments and have given enough space to carry out practical classes effectively.
 - ◆ **Conference room:** The College has a conference room with advanced **audio-visuals multi-media facilities like LCD Projector, Laptop, and Computer with High Configuration of the Latest Generation with Internet connections** to organize seminars.
- b) **Extra –curricular activities – sports, outdoor and indoor games, gymnasium, auditorium, NSS, SCOUT GUIDE, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.**
- ◆ S.N.COLLEGE, SHAHMAL KAIRA DEO, Rohtas is well known for its sports activities. Students take part in Inter-college, district, State and National Level competitions for different events. The College have a good play ground, This is only college of Rohtas town in which a modern Basket ball court exists.
 - ◆ The Boy's Common Room equipped for Indoor Games like Table Tennis and Carrom .
 - ◆ Girl's Common Room equipped for Indoor Games like Table Tennis and Carom.
 - ◆ **Health and hygiene:** There is a separate area for the Health Unit with all first aid equipments, a separate emergency be and other equipments to carry out emergency and first aid providing activities for the students and staff.
 - ◆ **NSS:** The College has two NSS unit has students in its roll strength. It is gaining strength steadily and has plans to focus on problems related to public health. We have first aid equipments at four separate places to attend in case of emergency. We have equipments like stretcher and wheel chair to aid us in extreme hours.
 - ◆ **SCOUT GUIDE:** We have separate building for SCOUT GUIDE -01 (one)

4.1.3 **How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is**

optimally utilized? Give specific examples of the facilities developed/augmented and the amount spent during the last four years (Enclose the Master Plan of the Institution / campus and indicate the existing physical infrastructure and the future planned expansions if any).

The decision to upgrade existing Infrastructure facility is taken by the Management Local Managing Committee ,the Principal and the IQAC as and when required .The following infrastructural improvements have been made in the college during the last four years to ensure academic growth and the all round development of our students:

- ◆ Elevation of the building modified to enhance ventilation and illumination of class rooms.
- ◆ Staircases have been redesigned for smooth movement of students.
- ◆ Twelve additional class rooms.
- ◆ Computers, acquisition of software and high speed internet facilities.
- ◆ Acquisition of additional books, reference material and journals by the library.
- ◆ Better ventilation of class rooms by changing the existing conventional windows to sliding glass windows.
- ◆ Renovation of conference room with ICT facilities.
- ◆ Examination room with ICT facilities, photocopier and CCTV.
- ◆ Room with cubicles for coordinators.
- ◆ CCTV system in the college premises to ensure safety.
- ◆ LCD projectors for teaching.
- ◆ 50 KVA generator to avoid the inconvenience of power cuts.
- ◆ Renovation of the entire college premises including class rooms, corridors, wash rooms, staffroom, administrative office, principal's office, offices and the lobby.
- ◆ IQAC, HOD, Grievance Cell, NSS, SCOUT GUIDE, Career Guidance Cell and Store/Record rooms.
- ◆ Redesigning the administrative office to provide better services to the students.
- ◆ Air conditioning of the auditorium and Principals' room.
- ◆ Additional gate for the convenience of students.
- ◆ Solar energy system.
- ◆ Rain water harvesting system
- ◆ Wet-waste management pit
- ◆ Sound system in college auditorium and conference room.
- ◆ Public address system in the college premises.
- ◆ Eight class rooms with ICT facility.

4.1.4 How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?

The institution is planning to offer a room for the physically disabled to take rest and study during the working hours of the college, as soon as the Lecture Halls are sanctioned and built.

4.1.5 Give details on the residential facility and various provisions available within them:

- **Hostel Facility – Accommodation available** :N/A
- **Recreational facilities, gymnasium, yoga center, etc.** :N/A
- **Computer facility including access to internet in hostel:**
N/A
- **Facilities for medical emergencies** : Yes
- **Library facility in the hostels** : N/A
- **Internet and Wi-Fi facility** : Yes
- **Recreational facility-common room with audio-visual equipments** : N/A
- **Available residential facility for the staff and occupancy**
Constant supply of safe drinking water : N/A
- **Security** : Yes

4.1.6 What are the provisions made available to students and staff in terms of health care on the campus and off the campus?

There is a Health care centre in college having one trained paramedical staff. A qualified MBBS doctor has signed MoU to visit the campus regularly (twice a week). There is first aid kit in NSS office. The students are at all the times well looked after but if need arises. Regular awareness programs on health are given to students by organizing seminars and holding health camp with the help of doctors from various hospitals in the city & our NSS volunteers.

4.1.7 Give details of the Common Facilities available on the campus –spaces for special units like IQAC, Grievance Redressal unit, Women’s Cell, Counseling and Career Guidance, Placement Unit, Health Centre, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc.

- ◆ There is a spacious common room for students equipped with facilities for various indoor games. It has journals, magazines, newspapers for the recreation of students. It also keeps magazines and newspaper with information on job and career.

- ◆ There is a very spacious teacher's room.
- ◆ The college has a canteen in the Main building to provide wholesome food and snacks at subsidized rates to students.
- ◆ The college has a number of filtered water arrangements and one filtered water cooler in order to offer safe drinking water facility.
- ◆ Students can express their grievance in writing and drop them in the grievance box. Grievance redressal cell of college looks after the problems of students.
 - 1) The college has a 100% ragging-free environment. The safety of the students and staff is ensured by teachers and staff and an alert administration. The entire college is covered by CCTV network.
 - 2) The teacher-student relationship is a pleasant and synergistic one. The teachers are sympathetic and approachable and are always ready to counsel students both inside and outside the classroom. The college is equally proud to have a well behaved, respectful and co-operative student community.
 - 3) The non- teaching staff is friendly, co-operative and helpful.
 - 4) The administration is accessible to students. Students can meet the principal everyday and express their grievance if any. Principal takes initiative and immediate action to solve the problem and counsel the students if necessary. The relationship is so cordial that till date no student needed to formalize their grievance in writing.
- ◆ Students grievance redressal cell, comprising three teachers, provide support and counseling to the students on various matter.
- ◆ SC/ST/OBC Welfare cell has been constituted with two teachers to look after the interest of the SC/ST/OBC students of the college. The working procedure is same as the above cell.

Placement cell acts as a facilitating body for students passing out from the college to find employment in various sectors. The information is passed to the students through general notice board.

IQAC has been formed recently. It holds its meeting regularly.

4.2 Library as a Learning Resource

4.2.1 Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?

The library does have an advisory committee. It consists of the Principal, Vice Principals, a librarian, an assistant librarian and four faculty members. This committee meets at regular intervals during the academic year to review the library facilities and suggest improvements. The members decide on the annual budget of the library and plan for annual activities conducted by the library. The efforts have been made by the library committee to render the library student/user friendly.

The Library Advisory Committee comprises of the following members.

1. Prof. Ram Ashish Roy -Chairperson
2. -Lib.-In-Charge
3. - Librarian
4. - Accountant
5. S.O.

The committee meets generally twice a year to make various important decisions and implement those initiatives :

- ◆ To allocate budget.
- ◆ Problems of library and users are discussed and solved.
- ◆ Library performance is monitored or enhanced through user's feedback.
- ◆ Automation of library done with standard software having bar coded cataloguing and OPAC facility
- ◆ Introduction of e-journal facilities and ICT learning resources obtained membership of INFLIBNET.

4.2.2 Provide details of the following:

- **Total area of the library (in Sq. Mts.)** : 150 sq. Mts.
- **Total seating capacity** : 50
- **Working hours (on working days, on holidays, before examination days, during examination days, during vacation):**
 - ◆ The library is open from 7.00 am to 5.00 pm on all days, including before examination, during examination and during vacation.
 - ◆ It is closed on Sundays and public holidays.
 - ◆ The library has separate reading areas for faculty, women and men students.
 - ◆ An IT zone for accessing e-resources where four computer terminals with internet and INFLIBNET access have been provided for students and teaching staff.

- **Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources):**

The Library is well equipped with separate Reading Hall, Research Scholars Hall, Stack Rooms and Digital Library etc. The three floor Library building has a clear layout map with wall indicators and a copy of the Library floor plan is displayed on the notice board along with rules and regulations of the Library.

4.2.3 How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.

Every year the library circulates book order forms among Heads of Departments along with catalogues of various publishers and the budget allocated to them. The respective Heads of Departments, in consultation with their colleagues, decide regarding the books to be purchased and the same is conveyed to the librarian. These books are purchased after receiving approval from the Principal. The departments are intimated about the new arrivals. The college library also subscribes to INFLIBNET for e-journals.

The following table shows the year-wise procurement of books and periodicals and newspapers including e-resources.

Library holdings	Years-2011-12		Years-2012-13		Years-2013-14		Year- 2014-15	
	Number	Total Cost	Number	Total Cost	Number	Total Cost	Number	Total Cost
Text books	230	100017.00	Nil	Nil	Nil	Nil	282	1,69,215.00
Reference Books	Nil	Nil	Nil	Nil	Nil	Nil	04	2600.00
Journals/Periodicals								

4.2.4 Provide details on the ICT and other tools deployed to provide maximum access to the library collection?

- * **OPAC**
- * **Electronic Resource Management package for**

e-journals

- * **Federated searching tools to search articles in multiple databases**
- * **Library Website**
- * **In-house/remote access to e-publications**
- * **Library automation**
- * **Total number of computers for public access**
- * **Total numbers of printers for public access**
- * **Internet band width/ speed 2mbps 10 mbps 1 gb**

- * **Institutional Repository**
- * **Content management system for e-learning**
- * **Participation in Resource sharing networks/consortia (like Inflibnet)**

- **OPAC (Online Public Access Catalogue):**

The library has prepared databases of books in English Language. As soon as new books are purchased and processed, their bibliographic description is added in the OPAC. One terminal is dedicated for the readers to use OPAC for their search of books.

- **Electronic Resource Management Package for e-journals:**

The College has joined the "National Library and Information Services Infrastructure for Scholarly Content (INFLIBNET N-LIST)" programme under which access to e-resources(3000+e-journals and 75000+ e-books) to students, researchers and Faculty from Colleges is provided.

- ◆ **Library Automation:**

The library is fully automated with standard software which has following advantages:

- ◆ Flexible to run on any operating system
- ◆ Support for multi-media files
- ◆ Interactive, screen-oriented and menu driven user interface
- ◆ User-defined security levels
- ◆ Optional web-based architecture
- ◆ It supports MARC21, Unicode, SRU-SRW, and Z39.50

The library automation software is equipped with the following modules Acquisition, Cataloguing, Circulation, Serials, OPAC, and Reports.

- ◆ **Participation in Resource sharing network consortia (like INFLIBNET)**

Library will participate in resource sharing network like

INFLIBNET after automation is completed.

4.2.5 Provide details on the following items:

- * Average number of walk-ins : 30
- * Average number of books issued/returned : 35
- * Ratio of library books to students enrolled : 40
- * Average number of books added during last three years :
:
- * Average number of login to opac (OPAC) : 15
- * Average number of login to e-resources : 15
- * Average number of e-resources downloaded/printed: 10
- * Number of information literacy trainings organized : 01
- * Details of “weeding out” of books and other materials:

4.2.6 Give details of the specialized services provided by the library

- * Manuscripts - Not Available
- * Reference - CAS and SDI on Demand.
- * Reprography - No Demand
- * ILL (Inter Library Loan Service) -Not Available
- * Information deployment and notification (Information Deployment and Notification) - Not Available
- * Download - Facility Available
- * Printing - Facility Available
- * Reading list/ Bibliography compilation - Not Available
- * In-house/remote access to e-resources- Available
- * User Orientation and awareness – Available
- * Assistance in searching Databases – Yes
- * INFLIBNET/IUC facilities - Available

4.2.7 Enumerate on the support provided by the Library staff to the students and teachers of the college.

The library provides full support to the students by providing all the reading materials of various disciplines to the students and teachers on modern and scientific lines. Moreover the students are being guided or helped by the library staff for issuing and returning of library books.

4.2.8 What are the special facilities offered by the library to the visually/physically challenged persons? Give details.

Personalized service is extended to physically challenged

students. The staff assists the students in searching library resources and makes them available on priority basis.

4.2.9 Does the library get the feedback from its users? If yes, how is it analyzed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analyzed and used for further improvement of the library services?)

Yes, librarian takes feedbacks from the students feedback register, A structured questionnaire is prepared to obtain feedback about library services which is analyzed carefully to improve the systems. The suggestions received from such feedback are placed before the library committee based on which the following improvements have been made in the library.

- ◆ Open Access has been reintroduced.
- ◆ Separate reading areas for men and women
- ◆ Books on research have been acquired on students demand
- ◆ Library staff have been sent on training
- ◆ Additional books and journals have been purchased.
- ◆ The students are provided reading room facility beyond college hours.
- ◆ Library arranges for reprographic services for students and staff.
- ◆ A separate space for researchers.

4.3 IT Infrastructure

4.3.1. Give details on the computing facility available (hardware and software) at the institution.

- **Number of computers with Configuration (provide actual number with exact configuration of each available system) :**Most of the computers are configured with Core to duo processors, 500 GB HDD and 2GB RAM With Double layer DVD RW. Multimedia Speakers with UPS facilities are also available.
- **Laptops Configurations :** Branded Lenovo, Toshiba and HP Laptops with i3 and i5processors, 500 GB HDD and 2 GB Rams with DVD Writers Bluetooth, Wi-Fi, Webcam and Speakers.
- **Computer-student ratio :** No
- **Stand alone facility :** No
- **LAN facility :** Yes
- **Wifi facility :** Yes

- **Licensed software** : Yes
- **Number of nodes/ computers with Internet facility** :Yes
- **Any other**

4.3.2 Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus?

There is a computer laboratory containing computers of latest configuration. Most of the computers have LAN and WIFI connectivity. Departments having computer application as a part of the curriculum have their own computers. Departments are provided with laptops, with internet facilities for faculty. Automation of library is in under process. No off campus facility is set up yet.

4.3.3 What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?

The institution plans to increase the number of nodes in the browsing centre so as to increase the computer student ratio, establish campus Wi-Fi network and connect all the departments to a central server. The institution also aims to increase the present internet bandwidth to 10mbps within a year. Besides the IT infrastructure emphasis is on increasing the number of technology based teaching aids viz., smart boards, projectors visualizers etc.

4.3.4 Provide details on the provision made in the annual budget for procurement, upgradation, deployment and maintenance of the computers and their accessories in the institution (Year wise for last four years)

We have provisions in the annual budget for the procurement, up gradation and maintenance of the computers and their accessories. The budgets of recent years express provisions in these categories separately but previously it was integrated in one category only. The college has an aim to make optimum use of information and communication technology in both academic and administrative work.

The college has annual maintenance contract with the suppliers for all its equipments.

4.3.5 How does the institution facilitate extensive use of ICT resources including development and use of computer-aided

teaching/ learning materials by its staff and students?

The following are the ICT facilities available in the College, to enhance the quality of teaching and learning process,

- ◆ Three seminar halls are enabled with ICT facilities to facilitate seminars and other invited talks by external experts.
- ◆ LCD projectors are used by the faculty members for interactive learning through presentations.
- ◆ Teaching materials prepared by the faculty members are uploaded in the myclassroom.com / Google Apps in advance, prior to the conduct of the classes. Subsequently, these materials are shared with the students for the benefit of better understanding.
- ◆ Learning Centre is equipped with Digital Library, Wi-Fi zone to access the contents, e-journals and internet connectivity.
- ◆ Computers connected through LAN facilitate the conduct of on-line tests.
- ◆ Both boys and girls hostels are provided with Wi-Fi facilities to access e-learning materials and Internet.

4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching - learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher.

Parallel to the traditional method of teaching with chalk and black board, audio visual modes of teaching are being adopted by many departments. There are three classrooms equipped with LCD projector. There are seven additional LCDs that can be used as and when required and can be requisitioned for departmental use. To enrich the learning experience of the student computer aided teaching/learning materials are being encouraged.

The curriculum of some departments makes extensive & compulsory use of computer applications and some specific software.

The website of the college provides all relevant information. This becomes very helpful for outstation students especially during admission procedure. The college is adopting online admission from 2014-2015 sessions.

Institutional functioning and management becomes effective with application of technology at different academic and

administrative levels. This leads to transparency and effective governance. Installation of LAN and WIFI facility provides fast flow of data across computers.

Internet connection in the computer laboratory and all the departmental laptops help the faculty to browse and download study materials. Power point presentation by faculty improves the quality of the classroom lectures and influences students towards academic and research.

Automation at administrative office gives quick reference to various data like, student record, results, accounts etc. This has a positive impact on the governance and administration of the college.

The automation of general library is under process and on completion will provide with e-resources and reprographic facilities too.

Some of the departments use specific software as required by the curriculum.

Although ICT is preferred by new recruits the older staff is yet to come up with the change of the scenario. Conscious effort is being made to give them opportunity for training and development and offer them proper orientation to accept the change.

4.3.7 Does the Institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?

No such scope is available.

4.4 Maintenance of Campus Facilities

4.4.1 How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)?

College makes provision for funds in the annual budgets for maintenance and upkeep of various infrastructural facilities. It is ensured that the funds allocated are properly utilized.

Structures/Year	2011-12	2012-13	2013-14	2014-15
Building	43,49977 /=	7,25000/=	8,00000 /=	930000/=
Furniture	2,50000 /=	9,00000/=	7,98776/=	6,32000/=
Equipments	14,82500/=	6,60000/=	2,25000/=	2,25000/=

Computer	X	5,30000/=	10,71910/=	15,95000/=
Vehicles	X	X	X	X
Water connection	1,75000/=	X	X	3,55000/=

4.4.2 What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the college?

There is a committee established to look after the available infrastructure and facilities available in the college. Development and planning committee decide the renovation, up gradation if demanded by particular section. Skilled University engineer supervise the construction, takes care of maintenance and repair of building etc. The Institution does the out sourcing of plumber and electrician to take care of water lines, water pumps, electrical installation and its maintenance. The development, purchase, and infrastructure committee, monitors and ensures the utilization of funds allocated by the college. Maintenance of furniture, Equipments etc are also taken care. All minor faults are attended and repaired by hired technicians, carpenters etc.

The college has a generator system of 50 KVA for uninterrupted power supply.

The computers and other equipment are under annual maintenance contract.

Maintenance of toilets and service areas are outsourced through various external agencies.

There is a staff to look after the maintenance and repair work of furniture and fixtures and other physical infrastructure. He brings into the notice of the authority the needs of repair work and certifies after the work has been completed.

The laboratory equipment is maintained at the departmental level by the staff or through hired technicians annually and/or whenever necessary.

4.4.3 How and with what frequency does the institute take up calibration and other precision measures for the equipment/instruments?

The science department and the department which conducts the practical classes, takes care of equipments and instruments of their departments. They are always cautious about the equipments. If any problem arises, it is being reported to the development committee, which takes notice of it and immediate steps are taken to rectify.

4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)?

Any other relevant information regarding Infrastructure and Learning Resources which the college would like to include.

Precaution during purchase of equipments are taken that electrical equipments should be of star rating in context of power consumption: Voltage stabilizers are used with sensitive equipment. UPS are installed with all computer systems. Water supply through pipeline is available.

**CRITERION V:STUDENT SUPPORT AND PROGRESSION
KEY ASPECTS**

5.1 Student Mentoring and Support

5.2 Student Progression

5.3 Student Participation and Activities

CRITERION V: STUDENT SUPPORT AND PROGRESSION

5.1 Student Mentoring and Support

**5.1.1 Does the institution publish its updated prospectus/
handbook annually? If 'yes', what is the information
provided to students through these documents and how does
the institution ensure its commitment and accountability?**

Yes. The college publishes its updated prospectus every year at the beginning of the academic year. It is also made available on the college website to make it publicly accessible.

The prospectus contains the following information:

- ◆ List of Management Committee members
- ◆ Details of working hours
- ◆ Guidelines to parents / guardians about their wards
- ◆ College profile
- ◆ Admission guidelines including the reservations for caste, physically disadvantaged, sports persons, etc
- ◆ Eligibility criteria for admission
- ◆ Fee structure including refund rules
- ◆ Discipline and code of conduct
- ◆ Rules regarding attendance
- ◆ List of programmes with courses and electives offered, with intake capacity of each course
- ◆ Detailed information about examination/evaluation pattern
- ◆ Rules of unfair means enquiry committee
- ◆ Library information
- ◆ Student council
- ◆ Alumni association
- ◆ Gymkhana activities
- ◆ National Service Scheme
- ◆ Canteen
- ◆ College committees
- ◆ Student welfare schemes

- ◆ Information Technology Centre
- ◆ Faculty profile
- ◆ List of value added courses

At the beginning of the year the college committees are constituted to plan and implement the programmes in order to attain the organizational goals. The IQAC suggests ways in which students should be informed about the various student support services provided by the college. In addition to the college prospectus, information about the various student support services is communicated to students through the college website, signage, notice boards and circulars. Feedback is collected formally and informally from the students, parents and faculty for improving the student-support services.

5.1.2 Specify the type, number and amount of institutional scholarships / freeships given to the students during the last four years and whether the financial aid was available and disbursed on time?

The College provides financial support to its students through free-ships/ scholarships, which are given to deserving /needy / sports students. Many scholarships (approximately 15 in number), have been started on private basis.

Name of scholarship/ Free-ship (welfare Dept. of Govt. of Bihar)	2010-11	2011-12	2012-13	2013-14
Amount available	465245	505903	311101	399815
Amount disbursed in time	358224	325689	251329	136563

5.1.3 What percentage of students receive financial assistance from state government, central government and other national agencies?

As per UGC 11th plan funding Rs 3 lakh were received by the institution as financial assistance for students which was disbursed among 116 students belonging to SC/ST, OBC and economically weaker sections of the society well on time. Nearly 5% of students of the college received this aid. 4% of the students received financial assistance from the state social welfare department under post matric scholarships scheme. Similarly about 12 % students are supported by college financial assistance.

5.1.4 What are the specific support services/facilities available for Students from SC/ST, OBC and economically weaker sections Students with physical disabilities Overseas students Students to participate in various competitions/National and International

- ✓ **Medical assistance to students: health centre, health insurance etc.**
- ✓ **Organizing coaching classes for competitive exams**
- ✓ **Skill development (spoken English, computer literacy, etc.,)**
- ✓ **Support for “slow learners”**
- ✓ **Exposures of students to other institution of higher learning/ corporate/business house etc.**
- ✓ **Publication of student magazines**

The institution is committed to provide the students every possible help and support they need in their pursuit to become civilized and worthy citizens.

Students from SC/ST, OBC and economically weaker sections:- Tuition fees of students belonging to SC/ST, OBC and economically weaker sections, are waived according to their requirement. Text books are also provided to the needy students from the book bank for students from underprivileged sections. Remedial classes, funded by UGC are held for poor students.

Students with physical disabilities:- All the physically challenged students are provided financial assistance from college to facilitate their studies and extra need. With the support of Indian Army Sadbhawna some physically challenged students are provided wheel chairs and arm sticks

Overseas students:- We do not have any overseas students on our rolls.

Students to participate in various competitions/National and International/-

Since it's a rural area, our students competed at the district and state level in cultural competitions and games competitions. The conveyance and uniform for the participants is provided by the institution.

Organizing coaching classes for competitive exams:- The institution organizes career and counseling classes, UGC Sponsored coaching for entry in services and Equal Opportunity Center programmes to prepare the students for competitive

exams.

Medical assistance to students: health centre, health insurance etc.:-

- ◆ First aid kits are made available for immediate medical help in the Gymkhana, NSS room, Girls Common Room, Office and Staff Room.
- ◆ Doctor is available on call.
- ◆ The students of the College are covered under 'Group Accident Insurance Policy'.

Skill development (Spoken English, computer literacy, etc.):- The College regularly conducts Personality Development Programmes and Spoken English Course which enhance the IQ level and communication skills of the participants. Special classes are taken for communication skills taking into considerations the rural backgrounds of the students.

Support for "slow learners":- The institute understands that the college has to serve the basic education needs of one and all. The students who are slow in their learning or if their grasping power is not upto the mark, the faculty members identify such students at the beginning of the session. For them the institution conducts remedial classes in different subjects to enhance their skills and competence.

Publication of student magazines:- The college started publication of college magazine in 2014. The students of the college very enthusiastically contribute with their articles in the 1st issue of the magazine. The college magazine is printed in the supervision of the college editorial board.

5.1.5 Describe the efforts made by the institution to facilitate entrepreneurial skills, among the students and the impact of the efforts.

- ◆ The Career Guidance and Placement Cell of the College not only gives guidance to the students to shape their career for higher education and placement assistance but it also extends guidance towards building up the confidence of the students for self employment and starting up their own ventures. The Cell organizes lectures/seminars by inviting professionals from industry.
- ◆ The College motivates students to participate and present papers in various seminars. This helps to develop their presentation skills. The College organises Industrial visits every year to various reputed industries, wherein the students

get exposure to the various aspects of real life situations.

- ◆ Fun Fairs are organised in the College during Annual days. The students put up stalls for games and food items and they learn the business skills like how to manage the finance and market the product efficiently.

As a result of all the above, students have taken up Self employment/ have started their own business ventures or joined their family business to further strengthen and develop their enterprises with the knowledge acquired in the Institution.

5.1.6 Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co-curricular activities such as sports, games, Quiz competitions, debate and discussions, cultural activities etc.

- * additional academic support, flexibility in examinations
- * special dietary requirements, sports uniform and materials
- * any other

To explore and promote hidden qualities of students, College administration has been quite religiously trying to facilitate them with all necessary support. Extracurricular / co curricular activities being essential ingredients for a regular study, college has created ample infrastructural facilities for indoor and outdoor sports in terms of uniforms, equipments, transport and refreshment. Inter House tournaments are organized in all major sports to encourage more students participation. The winners of various sports are felicitated with prizes to encourage them. The college participates in all the major sport tournaments organized by university and other sports organizations.

The college has a debate committee which regularly organizes debates and competitions on various themes and other cultural activities to boost the talents among the students. The college also organized inter-house and inter-college debate competition on various themes such as environment, women empowerment, global terrorism, Female child education, etc.

5.1.7 Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR- NET, UGC-NET, SLET,ATE / CAT / GRE / TOFEL / GMAT / Central /State services, Defense, Civil Services, etc.

Students who are interested and willing to appear in various competitive examinations are helped by the teachers in matters of study materials and counseling for the right strategies. Students are allowed to have access to library and to refer the books related to entrance test. Students can appear in online examinations using internet facilities at our institution. UGC sponsored free coaching for competitive classes for SC/BC/OBC are held in the campus.

5.1.8 What type of counselling services are made available to the students (academic, personal, career, psycho-social etc.)

The faculty whole - heartedly participate in academic and personal counselling of the students. Counselling starts at the time of the admission in first year. Teachers meet the candidates seeking admission to the institution in order to test their aptitude for the subject of their choice and also guide them to choose appropriate elective subjects with each Honours and Major subject. Throughout the academic session, the faculty provides academic and personal counselling services to the students according to their individual needs. This is a routine affair in this institution and hence no detail record on academic and personal counselling by the faculty has been maintained so far.

Career counselling and psycho-social counselling are carried out through respective cells.

5.1.9 Does the institution have a structured mechanism for career guidance and placement of its students? If 'yes', detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers (list the employers and the programmes).

The institution has a well established Career Counselling / Placement cell for providing basic information and the course material for various competitive examinations of UPSC, J&K PSC, CAT, MAT, Chartered Accountancy, GATE, NET, SELT, and other academic and professional examination.

The Career Counselling Cell provides career guidance in the form of choosing right subject combination to the fresher and making them aware of the vast job opportunities.

In addition to the above service the placement cell also arranges campus interviews for its students to identify and acquire jobs in various sectors. Prospective employers visit the institution for placement of students in services, retail and other employment sectors.

5.1.10 Does the institution have a student grievance redressal cell? If yes, list (if any) the grievances reported and redressed during the last four years.

Yes. The college has a grievance redressal cell. This cell actively interacts with the students to help them sort out their grievances. The students drop their grievances in the suggestion box place at the main entrance of the administrative block. Students are also free to share their grievances with the class teachers and the principal also. The necessary action is taken after issues are discussed in the concerned cell. The following grievances of the students were addressed during the last four years:

- Internet facility was provided in the library.
- Suggestion box was placed on the major locations on the campus.
- Water purifiers were installed at major points in the college.
- Standby power supply

5.1.11 What are the institutional provisions for resolving issues pertaining to sexual harassment?

The faculty makes concerted efforts to emphasize upon the students the importance of respecting women and creating a safe environment for all of us to live and work in. The college has a 'Women's Development Cell'. It follows the guidelines given by the Central Women's Development Cell at the University level. The college website displays a separate link on the home page to give information about the University guidelines regarding dealing with cases of sexual harassment at the work place. The procedure for dealing with cases of sexual harassment have been put up on a dedicated notice board which is only for women's issues placed just outside the girls common room on the third floor beside the staircase for girls. A complaint box has been put up which is opened periodically in the presence of the members of the Women's' Development Cell. The staff are vigilant in the campus and CCTV cameras are installed to prevent such instances. Our library has books on the topic of sexual harassment and students are made aware of the same. Students are made aware of the Women's Development Cell and regular programmes conducted by it to empower women and educate them on issues relating to women's safety. There have been no cases of sexual harassment on the campus so far.

5.1.12 Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?

Yes, the college has an 'Anti Ragging Committee'. Students are made aware of this committee during orientation sessions, through notices, prospectus and the college website.

College conducts an orientation programme for freshers, wherein they are informed about what actions can be taken against the students indulging in ragging. They are also informed to contact their mentors/ anti ragging committee members/ authorities/ immediately if any such incident takes place, so that such erring students can be suitably dealt with.

The staff are vigilant in the campus and CCTV cameras are installed to prevent such instances. This has led to make our college campus safe and free from ragging. No cases have been reported in the last four years.

5.1.13 Enumerate the welfare schemes made available to students by the institution.

The institution strives hard for providing students with the best possible facilities in the campus to make their stay comfortable and purposeful. Among welfare schemes a well equipped fully automated library rich in latest books, journals and other study materials, computer facilities, browsing centre, Satellite Interactive Terminal, a vibrant Media Study Centre, excellent sports facilities including a gymnasium, pure drinking water points, washroom blocks, beautiful separate gardens for boys and girls, big playground, separate parking facility for students, canteen facility, transport facility, day care centre for female students, separate boys and girls hostels, healthcare facility are worth to mention.

5.1.14 Does the institution have a registered Alumni Association? If 'yes', what are its activities and major contributions for institutional, academic and infrastructure development?

- ◆ The college has an Alumni Association, but the same is not yet registered.
- ◆ The Alumni Association meets annually.
- ◆ The members of Alumni Association enquire about the progress made in academic, infrastructure and students progression achieved.
- ◆ Members of our Alumni are placed in high positions in various companies and industry. Some of them are self

employed.

- ◆ While recruiting new staff in the college, alumni are given preference. Some of the Alumni are employed in the college.
- ◆ Some of the Alumni conduct seminar and workshop for the benefit of students.
- ◆ An alumni has arranged for air conditioning of the college auditorium through the Member of Parliament fund.
- ◆ An alumni has gifted a microwave to the staff.
- ◆ Alumni assist in organizing NSS Rural Residential camp and cultural festivals with great enthusiasm.
- ◆ An alumna assisted in designing the college website and provides maintenance of computers and peripherals on concessional rates.
- ◆ Social networking sites help in communicating and obtaining feedback from the alumni.

5.2 Student Progression

5.2.1 Providing the percentage of students progressing to higher education or employment (for the last four batches) highlight the trends observed.

Student progression	%
UG to PG	30%
PG to M.Phil.	Data Not Available
PG to Ph.D.	Data Not Available
Employed	
• Campus selection	N/A
• Other than campus recruitment	Data Not Available

This is an undergraduate college. Students passing from over here take admission in different Universities and Institutions across the country. So it is difficult to quantify student's progression in this regard.

5.2.2 Provide details of the programme wise pass percentage and completion rate for the last four years (cohort wise/batch wise as stipulated by the university)? Furnish programme-wise details in comparison with that of the previous performance of the same institution and that of the Colleges of the affiliating university within the city/district.

Comparison of student's performance with other colleges is difficult to assess as the performance data of other colleges are not publicly available. We have provided year- wise success rate

of our students for kind perusal.

5.2.3 How does the institution facilitate student progression to higher level of education and/or towards employment?

The college remains very particular to promote a sense of knowledge enrichment to the students. The faculty members of all the departments organize seminars and workshops to motivate the students to pursue higher education as well as to develop their skills. The individual counseling is a regular feature of all the departments, in which students get a basic concept of life. Apart from the preparation for better results in the examinations, students are taught to develop the knowledge and skills for the requirement of employment market.

The Counseling and Placement Cell provides entrepreneurial skills to the students to compete in the competitive examination.

5.2.4 Enumerate the special support provided to students who are at risk of failure and drop out?

The faculty extends all possible help and takes measures to support the academically disadvantaged students and also for the students who are at the risk of dropping out:

- ◆ The faculty counsels students on a one-to-one basis.
- ◆ Students are provided guidance by the faculty to plan their study schedules to excel in examinations.
- ◆ Remedial classes are conducted.
- ◆ All the staff members are available for guidance
- ◆ Interaction with parents
- ◆ Financial support

5.3 Student Participation and Activities

5.3.1 List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and program calendar.

- ◆ Workshop on Value Orientation programme for self-empowerment and Self-management in an Indian Way is organized.
- ◆ Annual sports and Inter college sports / athletics tournaments are organized by university.
- ◆ The college celebrates Saraswati Puja with the active participation of the Students.
- ◆ Students organises Freshers' Welcome in a manner to

showcase the bonding among the students.

- ◆ College celebrates Birth/ Death anniversaries of different eminent personalities from State/ National level.
- ◆ Annual Day/ Cultural programme is organized every year.
- ◆ The NSS unit of our college is take up different projects of social importance.

5.3.2 Furnish the details of major student achievements in co-curricular, extracurricular and cultural activities at different levels: University / State / Zonal / National / International, etc. for the previous four years.

	2011-12		2012-13		2013-14		2014-15	
Scout Guide	No of Students Participated from the college	Achivement	No of Students Participated from the college	Achivement	No of Students Participated from the college	Achivement	No of Students Participated from the college	Achivement
B Certificate	23	20	33	29	37	34	Nil	Nil
C Certificate	19	17	31	28	37	29	Nil	Nil
Republic day Camp	10	03	14	4	15	2	18	1
National Introgation Camp	5	5	7	7	5	5	Nil	Nil
National Sports and Athletics	12	3	16	6	16	8	Nil	Nil
Selected for Job	Nil	16	Nil	18	Nil	21	Nil	Nil
All India Tricking	3	3	3	3	5	5	Nil	Nil

5.3.3 How does the college seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?

The Class Committee Meeting convened once in every year enables to take steps relating to courses and grievances of the students.

The Students feedback helps in the following criteria:

- ◆ To assess the teachers in terms of course coverage, comprehensibility, accessibility outside class and handling of students' grievances
- ◆ Suggestions on curriculum and teaching-learning-evaluation are obtained through interaction and constructively used in future.

The committee takes initiative to implement the appropriate suggestion of the students to serve the students in the best possible way.

5.3.4 How does the college involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material? List the publications/materials brought out by the students during the previous four academic sessions.

Students are encouraged to contribute articles, short stories, essays, poems, jokes, puzzles and brain teasers in English and Hindi. The college magazine '.....' is published annually which provides a platform to publish their creative writings. They are also encouraged to participate in intercollege literary events. Students have been provided a dedicated space to showcase their artistic and literary works.

5.3.5 Does the college have a Student Council or any similar body? Give details on its selection, constitution, activities and funding.

The College has a Student Council consisting of students who topped in the classes. The council represents about the Academic, Cultural and Infrastructural needs to the Principal, who in turn attends to such needs without delay. The Student Council represents about the expenditure involved for its activities. A part of the Special fee is earmarked for the funding.

5.3.6 Give details of various academic and administrative bodies that have student representatives on them.

The institution makes students part of the Academic and Administrative bodies and makes for their suggestions and representations. Students are present in

- ◆ Anti-ragging committee
- ◆ Cultural Committee
- ◆ Disciplinary Committee
- ◆ Library Committee
- ◆ Laboratory Committee
- ◆ Games Committee
- ◆ Students' Council
- ◆ Consumer Club and
- ◆ Eco Club.

5.3.7 How does the institution network and collaborate with the Alumni and former faculty of the Institution.

The institution has a registered Alumni Association which helps the college in its infrastructural development and academic improvement. Students who are high positions and power posts are invited to the college and felicitated for their growth in their respective fields and life.

Such occasions are filled with emotion and recollections of their hard work as students, which impact the present students and guide them in the right channels of progress and commitment.

Any other relevant information regarding Student Support and Progression which the college would like to include.

**CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT
KEY ASPECTS**

- 6.1 Institutional Vision and Leadership
- 6.2 Strategy Development and Deployment
- 6.3 Faculty Empowerment Strategies
- 6.4 Financial Management and Resource Mobilization
- 6.5 Internal Quality Assurance System (IQAS)

**CRITERION VI: GOVERNANCE LEADERSHIP AND
MANAGEMENT**

6.1 Institutional Vision and Leadership

6.1.1 State the vision and mission of the Institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?

VISION STATEMENT:

To create a class of intellectually, morally and spiritually sound and committed citizens, who will become a human resources of high caliber, to cater to the needs of the society and the county as a whole in accordance with our 'Leeus at Ardens' which means 'spreading light and growing bright'

MISSION STATEMENT:

- ◆ To make spiring intelligentsia of S.N.COLLEGE, SHAHMAL KAIRA DEO Rohtas, mentally tough, emotionally strong & intellectually sharp so that they can float quite efficiently and actively in the ever flowing and vast stream of technological advancement.
- ◆ To instill scientific zeal and develop skilled human resource to contemporary challenges.
- ◆ To facilitate young adult learners with opportunities to hone their ethics and leadership potential.

- ◆ To sensitize learners towards inclusive social concerns, human rights, gender and environmental issues.
- ◆ To enable the S.N.COLLEGE, SHAHMAL KAIRA DEO Rohtas students, to settle down with a different career which is intellectually challenging, professionally satisfying, socially prestigious & financially rewarding.

6.1.2 What is the role of top management, Principal and Faculty in design and implementation of its quality policy and plans?

The management has adequately empowered the Principal to design and implement policies and plans for the betterment of the institution. This is done in consultation with the various committees and stakeholders.

Role of the Management:

- ◆ To monitor and govern the institution in line with the vision, mission and the objectives.
- ◆ To provide the required financial support to the institution.
- ◆ To provide and upgrade infrastructure
- ◆ To interact with staff representatives through the Local Managing Committee (LMC) and the Internal Quality Assurance Cell (IQAC).

Role of the Principal:

- ◆ To ensure academic growth of the college.
- ◆ To assist in planning and implementing academic programmes.
- ◆ To participate in teaching work, research and training programmes of the college.
- ◆ To administer and supervise curricular, co-curricular and extra-curricular activities of the college.
- ◆ Admission of students and overall administration including maintenance of accounts.
- ◆ Conducting and Supervision of college and University exams.
- ◆ Assessing reports of teachers and maintenance of service books of teaching and non teaching staff.
- ◆ To be a link between management and staff
- ◆ To ensure smooth working of the institution
- ◆ To encourage staff by providing opportunities for growth.

Role of the Faculty:

- ◆ To enrich the teaching learning and evaluation process.

- ◆ To undertake and motivate students to pursue research/projects.
- ◆ To provide inputs to the Management and the Principal in planning its activities to achieve the goals and objectives.
- ◆ To promote academic excellence by upgrading the skills and knowledge.
- ◆ To be a facilitator in co-curricular and extra-curricular activities.
- ◆ To be a mentor to students.
- ◆ To be a counsellor.

6.1.3 What is the involvement of the leadership in ensuring:

- **The policy statements and action plans for fulfillment of the stated mission**
- **Formulation of action plans for all operations and incorporation of the same into the institutional strategic plan**
- **Interaction with stakeholders**
- **Proper support for policy and planning through need analysis, research inputs and consultations with the stakeholders**
- **Reinforcing the culture of excellence**
- **Champion organizational change**

◆ *The policy statements and action plans for fulfillment of the stated mission*

The institution being managed by the government receives all the policy related decisions from the government. These policies and guidelines are then aligned in accordance with the mission of the institution. These policies are communicated through staff meetings, practiced in teaching – learning process of the college and in the day-to-day governance and administration. The college follows decentralized governance, ensuring responsibilities even at micro levels, which helps to accomplish the vision and mission.

◆ *Formulation of action plans for all operations and incorporation of the same into the institutional strategic plan*

The faculty in charge of various events of the institution prepares the action plan in consultation with the respective head of the department, which are then sanctioned by the Principal. The advisory council meetings chaired by the head of the institution also checks if the action plans fall in line with the institutional

mission and institutional strategic policies.

◆ ***Interaction with stakeholders***

The college interacts with its students through a feedback mechanism. The faculties meet parents through parent-teacher meetings. The extension activities of the college connect the institution with the society. It also ensures that proper feedback is received from these stakeholders and augments the academic policies through staff council meetings.

◆ ***Proper support for policy and planning through need analysis, research inputs and consultations with the stakeholders***

Policies are framed by the government higher education department and implemented by the college administration

◆ ***Reinforcing the culture of excellence***

The institution has been striving for excellence right from its inception. Having started in the year 1970 with a handful number of students, the college has strived hard to inculcate the culture of excellence thereby having more than three thousand students as of today. The administration closely works with its faculty members in order to bring in the spirit of excellence in them. The leadership at the helm of affairs believes in quality human resource and therefore it always encourages professional development of its faculty.

The Institutional leadership also provides all necessary infrastructures to help the faculty to explore their innovative methods of teaching such as ICT to achieve excellence in teaching.

◆ ***Champion organizational change***

The organizational changes for internal matters are affected by the head of the institution. However changes to be effected at the higher level of organizational hierarchy are carried out by the government higher education department.

6.1.4 What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?

The college has a system of procedures for all academic and non academic matters. It ensures consistency in all the activities as well as quality to attain excellence in higher education. The college ensures that all the policies are implemented through the head of the institution and departments. The policies are

communicated to the faculties through staff meetings. Besides, every department conducts its departmental meeting regularly to prepare the action plan to execute quality education and enhance the same. The staff council meeting brings in the feedback on the effectiveness of these policies and recommends changes if necessary.

Every faculty member is encouraged to express his or her ideas and suggestions for improving the present system. The student feedback system also acts a tool for quality check for these policies.

6.1.5 Give details of the academic leadership provided to the faculty by the top management?

Every activity done is being reviewed at staff council meetings and necessary encouragement and suggestions are given. Each staff member of the institution has been handed over a general guideline, along with the description about the roles, responsibilities, authority and accountability at the beginning of every academic year. Moreover, the academic policies are also made available to the staff members through staff council meetings. Within the framework of the stated policies, the institutional leadership ensures that the staff members are given freedom to incorporate any ideas or innovation to improve quality education through different educational pedagogies and methods of teaching including ICT methods, organizing co-curricular events etc. The head of the institution encourages faculty members to work closely with the students in order to bring out the best in them through mentoring, counselling etc. The administration expects the faculty members to be accountable for their responsibilities. The staff members are encouraged to pursue UGC sponsored faculty development programs to enrich themselves for the changing scenario of the educational field. Every activity done is being reviewed at succeeding staff council meetings which are held at regular intervals and necessary encouragements and suggestions are given.

6.1.6 How does the college groom leadership at various levels?

The college encourages leadership at all levels. It encourages the leadership roles of the students by giving them opportunities to take part in extracurricular activities, welcoming suggestions and ideas in departmental activities, assigning roles and responsibilities by giving opportunity to organize respective departmental programs like painting competition, environmental

week celebration, sports etc. The college also ensures that the students are groomed as leaders by providing them additional courses in soft skills, leadership camps. The student community is additionally supported by various associations like Grievance Redressal Cell and Career Counselling, literary activities committee. In addition, the leadership grooming for faculty members is done effectively through Faculty Development Programs, assigning additional tasks or roles to them. Various, viz. Academic coordinator, staff editor to college magazine, Career counsellors, students mentors etc.

6.1.7 How does the college delegate authority and provide operational autonomy to the departments / units of the institution and work towards decentralized governance system?

The functioning of the institution is decentralized, wherein the Heads of department and Coordinators are entrusted with the decision making process. Various committees are constituted to plan, implement and review programmes:

1. Local Managing Committee (LMC)
2. IQAC
3. Purchase Committee
4. Admission Committee
5. Examination Committee
6. Unfair Means Enquiry Committee
7. Women's' Development Cell
8. Students Council
9. Anti-Ragging Committee
10. Grievance Cell
11. National Service Scheme (NSS)
12. Time Table Committee
13. Discipline Committee
14. Attendance Committee
15. Library Committee
16. Magazine Committee
17. Cultural Committee
18. Sports Committee
19. Career Guidance and Placement Cell
20. Quizzers' Club
21. Science and Economics Forum
22. Literary Forum
23. Marathi Vangmay Mandal
24. Hindi Bhasha Samiti
25. Cleanliness Committee
26. Canteen Committee

6.1.8 Does the college promote a culture of participative management? If 'yes', indicate the levels of participative management.

Yes, the college does promote a culture of participative management at its own level. The head of the institution is the communication link between the government policies and involves the head of the departments/ academic coordinators to implement the quality policy of the institution. The head of the departments/academic coordinators in turn conducts departmental staff meeting to share the quality policy and takes in the feedback from staff members, which are then communicated to the management through Principal. The Principal takes decisions on academic matters in consultation with the head of the departments and academic coordinators. He also meets them frequently to receive feedback and ideas to ensure their participation in the decision making process. This is being practiced even at the micro level by the heads of the departments. The heads of each department/academic coordinators acknowledges the suggestions of the faculty members during the departmental meetings. Staff council meeting is regularly conducted which acts as a hub to express the ideas, suggestions and grievance of the staff members.

6.2 Strategy Development and Deployment

6.2.1 Does the Institution have a formally stated quality policy? How is it developed, driven, deployed and reviewed?

- The college is striving for all round excellence and it follows the quality policy which is mentioned in its mission and objectives.
- The college aims at achieving and sustaining excellence in all its activities from learning to co-curricular activities.
- Regarding academic excellence, our students topped in several subjects in the University Examinations.
- Regarding cultural and extra-curricular activities, our students remain always in the forefront.
- The college authority reviews the performances of the students and teachers for achieving the missions and objectives of the institution in the beginning of the academic session and if finds any discrepancy, it is rectified for smooth development of the

institution.

6.2.2 Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.

1. Teaching & Learning

College provides excellent infrastructure facilities to enhance the quality of teaching. We believe that the traditional teaching methods alone may not be helpful to the students to make them more skilled and talented. The Department adopts many modern teaching methodologies, along with the regular traditional methods; this includes usage of LCDs, Computers, Educative and informative CDs, and other audio - visual aids, etc in imparting Education to the students:

2. Research & Development

The faculty are encouraged to pursue doctoral programmes and necessary permissions are given to the faculty during the college hours. The faculty are also rewarded with incentives for publishing the research articles in National and International journals.

3. Community engagement

Our Institution is actively involved in community development programmes. Blood donation camps are regularly organized in the college. The students are encouraged to visit Orphanages and homes for destitute and spend time with inmates of these homes. They distribute sweets and clothes.

4. Human resource management

The faculty and the college are encouraged and motivated with the HR Policies of the Institution. Annual performance appraisals are conducted for the faculty and the deserving faculty are rewarded suitably. The students are rewarded for their performance with Gold medal and silver medals during the Annual day function of the college. Awards such as Best student are instituted for various courses. Best teacher award is instituted to reward the Faculty for their dedicated, committed and meritorious performance. Necessary permissions are given to the faculty to pursue their research interests and improve their qualifications. The open door policy of the Institution encourages the faculty and staff to suggest measures for the development of the college.

6.2.3 Describe the internal organizational structure and decision making processes.

The internal organizational structure of S.N.COLLEGE, SHAHMAL KAIRA DEO, Rohtas is very strong and it has developed efficient internal co-ordinating and monitoring mechanisms. The organization of Teaching Staff, Non-teaching staff, Library staff and different sub- committees play significant role along with the Principal to monitor the progress and carry out the decision making process. Wherever required, the information, expertise and advice from external agencies are sought by them. Some proposals are forwarded to the university for final approval. After the approval of the university, Principal executes the decisions and they are implemented thereafter.

6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following

- **Teaching & Learning**
- **Research & Development**
- **Community engagement**
- **Human resource management**
- **Industry interaction**

Teaching & Learning: The teaching learning process is student centric and enhancement of quality in teaching and learning is the primary thrust area. The academic calendar is notified in advance and it helps the institution to adhere to academic delivery system as per schedule. The students are encouraged to consult multiple sources of information and through spoken english classes, personality development workshops and add on courses, the institution aims at enhancing their global employability. The teachers are encouraged to consult multiple sources like Multimedia, Web, online journals through INFILIBNET and aim at excellence in teaching.

The teachers through personal contact, class tests and assignments provide individual attention and monitor the progress of each student. Students are free to submit their queries and feedback to the office. A healthy teacher- taught relationship is maintained. The college has achieved great success in this area as a large number of teachers have taken research and academic development quite seriously. The members are encouraged to attend various academic programmes and courses, seminars and workshops. The college supplements the traditional teaching methods with modern ones like smart classes, use of ICT etc.

Research & Development: We promote and sustain research culture by giving necessary facilities to our teachers and research students of different faculties. The affiliating university allows the faculties to supervise research scholars for Ph.D degree and

UGC also provides financial assistance for minor and major research projects, The teachers of the college have successfully guided more than two dozen students for Ph.D. degree and more than several research papers were published by them.

Community engagement: The NSS officer coordinates various extension activities of the college leading to community engagement. Through NSS, the students are encouraged to undertake community-oriented activities like Social work, health- hygiene awareness, medical camp, adult education and literacy, blood donation, AIDS awareness, environmental awareness.

Human resource management: Career and Counseling Cell organizes regular classes in spoken English, personality development, psycho-counselling etc.

Industry interaction: The College constantly endeavours to establish better relations and interaction with the industry. Students of Science are encouraged and guided by the faculty to get training in reputed industrial houses. Experts from industries are invited to have interaction with our students.

6.2.5 How does the Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top management and the stakeholders, to review the activities of the institution?

The head of the institution regularly interact with students, guardians, local people and former students of the college and gather their views regarding various activities of the institution. The information gathered from different sources is discussed in the staff council of the college. After intensive discussion and deliberation the existing activities of the institution are reviewed and decision are taken for their implementation.

6.2.6 How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?

The management encourages and supports the involvement of the staff for improvement of the effectiveness and efficiencies of the institutional processes. The Principal involves the staff members through committees and cells e.g. Admission committee, Cultural Committee, Sports Committee, Election Committee, Placement Assistance Cell, Grievance Cell etc. The suggestions of the different committees are taken into consideration and decisions

are taken accordingly

6.2.7 Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.

The college being a constituent unit of the Veer Kunwar Singh University, Ara has no Management Council of its own.

6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If 'yes', what are the efforts made by the institution in obtaining autonomy?

There is no provision of autonomy in the university systems of Bihar. Each affiliated college has to function within the framework formulated by the university and governed by the Bihar State Universities Act, 1976.

6.2.9 How does the Institution ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyse the nature of grievances for promoting better stakeholder relationship?

The Grievance Redressal Cell is entrusted with the power to take immediate steps in case of unwanted obstacle in the way of offering due facilities to the students of the college. Often interference of authority is sought by the Cell. Suggestion for effecting necessary changes in policy is also made by the Cell. As for example, College is reviewing its existing library facility in view of an online complaint lodged by a student. To the needy students books borrowed from library cannot serve purpose if it is to be returned before examination as per the prevailing rule.

6.2.10 During the last four years, had there been any instances of court cases filed by and against the institute? Provide details on the issues and decisions of the courts on these?

No, during the last four years there have not been any instances of court cases filed by and against the institute. Most of the cases were filed against the Government of Bihar and the college was made a proforma defendant.

6.2.11 Does the Institution have a mechanism for analyzing student feedback on institutional performance? If 'yes', what was the outcome and response of the institution to such an effort?

As the institution has adopted democratic approach, it values students' feedback substantially and after analyzing it, takes steps and measures for better performance. In recent years the following facilities were created at the demand of the students to enhance the overall performance of the institution.

- A separate library Room was created to enable the students to sit and study their own books during their free periods in the college.
- A Multi- Activity Room has been provided to the students for their recreation and relaxation.
- Quality food services are made available to the students in canteen. New additions, like Fun-Bytes and Nescafe joints, were made recently on their demands.
- Date-Sheet and Time-Tables are set according to the convenience of the students.
- Extra classes for hostel students are arranged in the premises of the college hostel.
- Beauty Services have been made available on the campus.

6.3 Faculty Empowerment Strategies

6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non teaching staff?

- Efforts are taken to enhance the professional development of the teaching and non-teaching staff through adoption of learner-centric education, academic planning and modern teaching-learning aids, along with the training relating to various official works, especially for the non-teaching staff.
- The college authority provides encouragement and assistance to the faculty members to carry out all sorts of research activities.
- Our esteemed Institution is generous enough to provide permission and leave to the teachers whenever required to attend Refreshers Courses, Orientation programmes and the like organised by the Academic Staff Colleges of the different universities.
- The college encourages paper presentation by the faculty members in different national and international conferences and arranges leave for the same.
- The college is always encouraging the teachers to attend Seminars, Workshops etc. organised by other colleges.
- The Institution is organising seminars and workshops by the different departments on different subjects related to popular

interest as well as frontier areas of research to attract eminent scholars to visit the college and interact with teachers and students.

- The IQAC research committee opens the provision for all the teachers of respective departments for paper presentation to encourage and support research activities and developments.
- Our Institution lays great emphasis on co-curricular activities as well as extra-curricular activities. The students, the teachers and the non-teaching staff are encouraged to take part in debating, quiz competition and eloquence competition as well as songs, music, dance competitions etc.
- Since, the college goes by the adage—a sound mind dwells in a sound body, physical culture is a part and parcel of our educational programmes. So, we lay emphasis on all sorts of outdoor activities in our annual sports.
- The college promotes Skill Development and Training for non-teaching staff through computer training etc.

6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?

At the college level, the Principal motivates the faculty members to be acquainted with the modern technology for teaching and learning. The talented and the aspiring teachers and the staff are given the opportunity to enrich their skills by availing the schemes of the UGC, CSIR or others. The Faculty Development Programme of the UGC gives this opportunity of the teachers to avail this programme. They are motivated and encouraged to do their research work. Such teachers are given duty leave with the permission of the University.

6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.

The Principal keeps direct and constant watch on the performance of staff. Any complaint of complacency is immediately taken care of by the head of the institution. Academic Council and IQAC also keep a watch on staffs and suggest authority to utilize the potentialities of particular person.

6.3.4 What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?

The management makes an assessment of these performance appraisal forms and accordingly takes major decisions for the promotions of the teachers. They are communicated to the appropriate stakeholders and necessary steps are taken for the overall development of the college.

6.3.5 What are the welfare schemes available for teaching and non teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?

Since this is a constituent college of V.K.S.U, Ara, the welfare scheme for teachers and non-teacher are available at university level. The college has an Employee Welfare Account run by monthly contribution of the employees. The account is operated by the Principal of the college and financial support as loan is given to the employees when they need it. The amount given as loan is deducted in installments as per their convenience.

6.3.6 What are the measures taken by the Institution for attracting and retaining eminent faculty?

The college attracts eminent scholars from different parts of the country to deliver endowment lectures on different subjects funded by many generous people.

6.4 Financial Management and Resource Mobilization

6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?

For effective and efficient use of available financial resources there is college development cum building committee. The committee consists of following seven members:

1. Principal- President
2. University Representative nominated by VC of affiliating University
3. Technical Member- University Engineer nominated by VC
4. One Senior most teachers of the college from Arts faculty
5. One Senior most teachers of the college from Science faculty
6. Bursar of the college
7. Development in charge nominated by Principal

All the decisions regarding the utilization of financial resources are taken by this committee and these are implemented by the Principal.

6.4.2 What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.

Internal audits are done by Chartered Accountants appointed by affiliating University.

Audits of the college account up to Financial Year 2013-2014 has been completed. For audits and preparation of utilization certificate of funds received from U.G.C we hire Chartered Accountants. External audit of the college account is done by the auditors of Government of Bihar. Last audit was done in 2007.

6.4.3 What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with Institutions, if any.

The major sources of the college receipts are the salary and contingent amounts from the University in every month. The tuition fee and other developmental fee received from the students are deposited to the University Account "A". The grants received from UGC under various schemes and the State Government for developmental purposes.

6.4.4 Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).

Additional grants from UGC during XI Plan. It was fully utilized for infrastructural development.

XII Plan proposal passed by the College Planning Board has asked for enhanced financial grant from UGC.

6.5 Internal Quality Assurance System (IQAS)

6.5.1 Internal Quality Assurance Cell (IQAC) a. Has the institution established an Internal Quality Assurance Cell (IQAC)? .6 If 'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?

a) **Has the institution established an Internal Quality Assurance Cell (IQAC)? If 'yes', what is the institutional policy with regard to quality**

assurance and how has it contributed in institutionalizing the quality assurance processes?

The Internal Quality Assurance Cell (IQAC) has been established in the college. The Cell has been playing a pro-active role. The basic policy of the institution to impart quality education to the students and also fulfills its mission. Hence, continuous improvement in the quality of teaching-learning process is the institutional policy. The IQAC is an active and effective advisory body to suggest infrastructural and technological development in the campus

b) How many decisions of the IQAC have been approved by the management/authorities for implementation and how many of them were actually implemented?

There are several meetings were held with the members of the IQAC. Some of the important suggestions are as follows:

- Online admission system
- To make the campus WiFi.
- To automation the Library
- To constitute the departmental council for academic excellence.

All such suggestions of the IQAC are put before the senior faculty members and after discussions and deliberations a proposal for academic excellence is made. Some of the proposals have been executed by the Principal and rest has been sent to the University for the Final Approval.

c) Does the IQAC have external members in its committee? If so, mention any significant contribution made by them.

The IQAC has two external members who helped in framing different steps for the improvement of the academic environment of the college.

d)How do students and alumni contribute to the effective functioning of the IQAC?

The views of students and alumni members are communicated to the IQAC so that effective measure may be taken.

e) How does the IQAC communicate and engage staff from

different constituents of the institution?

The IQAC is a broad body having members from both teaching and non-teaching segments of the institution. Moreover, it functions as an open forum where anybody can give his suggestion for academic improvement and developmental activities.

6.5.2 Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If 'yes', give details on its operationalisation.

The institution have adopted a three tier system where the IQAC, the planning body, collects inferences from the learners and various committees through participatory interactions. Based on these it proposes comprehensive perspective plan to the College Development Committee for approval. The College Development Committee authorizes Principal for implementation of developmental and academic activities depending on the availability of resources.

6.5.3 Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If 'yes', give details enumerating its impact.

The college ensures that the advice of the IQAC is fully adhered to by the staff. The orientation session is organized time to time for the staff to improve their working system. Small and informal meeting with the staff and teachers by the coordinator IQAC helps the effective implementation of the recommendations of IQAC.

6.5.4 Does the institution undertake Academic Audit or other external review of the academic provisions? If 'yes', how are the outcomes used to improve the institutional activities?

Yes, the Principal along with the Head of departments conducts a formal academic audit based on the results of internal exams as well as the exams conducted by V.K.S.U, Ara. The outcome is analyzed and then required measures are taken to improve the results.

6.5.5 How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?

The very establishment of the IQAC in the College and all its activities are on the lines of requirements of the University, the

State Government, the UGC and of late, of those related to the accreditation by the NAAC.

6.5.6 What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?

The institutional mechanisms to continuously review of teaching learning process are defined clearly. The faculty members submit progress report each month to the head of the institution through Head of the Department. The progress report is presented in the meeting of the academic council of the college. The members of the academic council review the progress and suggest measures for further improvement, if found necessary.

6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?

The quality assurance policies of the institution are communicated to the internal stakeholders by the members of IQAC. Later on the policies are discussed in details in the meetings of the Academic Committee and Teachers' Council. IQAC has planned to communicate its quality assurance mechanisms to the guardian of the students at the time of new admission. The IQAC report is also hosted on college website.

Any other relevant information regarding Governance Leadership and Management which the college would like to include.

CRITERION VII: INNOVATIONS AND BEST PRACTICES
KEY ASPECTS

7.1 Environment Consciousness

7.2 Innovations

7.3 Best Practices

CRITERIA VII: INNOVATIONS AND BEST PRACTICES

7.1 Environment Consciousness

7.1.1 Does the Institute conduct a Green Audit of its campus and facilities?

A suitable 'green audit methodology' has been evolved by the Department of Botany and accordingly a 'green audit' has been carried out involving students of the Dept. of Botany as well as some NSS volunteers; this included estimation of vegetation cover with reference to the total area of the campus, floristic identification of herbs, shrubs and trees and tagging of arborecents with trivial and botanical names. The College is taking all possible steps to provide an eco-friendly Campus with enough emphasis on proportionate allocation of available space to greeneries, including seasonal ornamentals and open grasslands. In addition to this, potted plants are maintained in the corridors and other utility areas in different departments and administrative wing.

7.1.2 What are the initiatives taken by the college to make the campus eco-friendly?

Energy Conservation:

The college class rooms are naturally well lighted and ventilated and rarely require electric light. The departments take care to see that no electrical equipment or gas runs unnecessarily. The College instills a spirit of energy saving in all stakeholders, particularly among the students. CFL / LED bulbs are used in different departments.

Effort for carbon neutrality:

The College in its own capacity has taken measures to check the emission of carbon dioxide. The use of coal as fuel in the canteen

has been banned and replaced by gas. We are now aware of carbon-credits and are replacing all incandescent bulbs with tube lights and CFLs. Air conditioners and other cooling machines are installed and are used as and when absolutely necessary (e.g., maintenance of computers, preservation of degradable animal/a biogenic samples).

Plantation:

The college campus is lush green with heavy plantation of fruit plants, flowers, hedges and medicinal plants. The N.S.S. constantly encourage and enlighten students about the benefits of afford station.

Hazardous and e-waste management:

Waste chemicals in the Chemistry laboratories are properly disposed by dissolving them in water or by keeping them separately in protected sheets. The laboratories are fitted with fume cupboards and exhaust fans to control spread of gas fumes. In a further step towards this direction, the current chemistry practical syllabus has reduced the use of toxic chemicals and solvents. All e-waste is handed over to the companies engaged in recycling of e-waste.

Other Activities:

- The College organizes seminars and lectures on contemporary environmental issues.
- The NSS holds debates, talks and quiz on different issues regarding environment.
- Students have participated in poster presentation on water harvesting.
- Students actively participate in public health programmes like control of AIDS, polio awareness programme.

7.2 Innovations

7.2.1 Give details of innovations introduced during the last four years which have created a positive impact on the functioning of the college.

- **College Website:** All relevant information is available on the college website. It has helped the students especially during admission.
- **Computerization of the administrative work:** This has helped to optimize the use of man power. All relevant documents can be preserved and tracked readily.

- **Feedback system:** Feedback on the college, departments and the performance of teachers is taken from regular third year outgoing honours students. Analysis of data is used for improvement as well as encouragement. This helps to understand both the strengths and the weaknesses of the faculty.
- **ICT enabled teaching and learning:** A student-friendly curriculum delivery is ensured through the adoption of modern trends in teaching-learning process using computers and audio-visual aids parallel to the classical system of lecturing using chalk and board method. For this, the departments are provided with desktop and laptop computers with internet facilities. Some departments use specific software as required by the curriculum.
- **Inter-departmental exchange of faculties:** This practice improves quality of teaching and allows optimum utilization of in-house expertise, particularly addressing the interdisciplinary topics introduced in the revised syllabus.
- **Installation of audio system:** All the larger class rooms are equipped with audio facilities for the benefit of teacher and student alike.
- **Renovation of infrastructure and computerization of library and other improvements:** The library has been renovated and reorganized for maximum utilization of space. Computerization of library is under process to ensure computerized transactions and access to E-journals etc. The automated processing is being carried out using standard Software to acquire INFLIBNET facilities.
- **Academic innovations:** The College is aware of the emerging areas of study. Due to the constraint of space and time, it is very difficult to incorporate these new subjects as full-time courses. Hence such topics are presented to students in the form of short modules/seminars/workshops. Number of students attending such programmes is highly satisfactory.

We have introduced soft skill development programmes and workshops on entrepreneurship management for outgoing students to get them acquainted with the job market. Some departments of the college organise student seminars to develop the skill of public speaking and to encourage research abilities. Students also participate in events like mock parliament.

- The College has organized compulsory computer literacy programme within college hours for the 1st year students to impart knowledge of basic computer skills.
- We have career counselling programmes and interested students are sent for summer projects.

7.3 Best Practices

7.3.1 Elaborate on any two best practices in the given format at page no. 98, which have contributed to the achievement of the Institutional Objectives and/or contributed to the Quality improvement of the core activities of the college.

BEST PRACTICES – I

Organizational Arrangements in Internal Quality Assurance Cell

Presentation of Practice

Organizational Arrangements in Internal Quality Assurance Cell

Goal

S.N.COLLEGE, SHAHMAL KAIRA DEO has taken strategic strides to become a leading institution by imparting quality education. In this direction the primary goal of the IQAC is to work on strategies and ensure the implementation of these to build an institution that will stand tall for the high impact of its teaching.

Context:

The Quality Cell has been conceived and developed as a centre to facilitate and support activities of the teaching community. It provides resource support (non-financial) and acts on feedback received from all the stakeholders. It design and develops strategies and implements these to improve the overall quality of the class room transaction. The co-ordinator of the IQAC works in co-ordination with all the staff.

Practice:

The cell operates with one individual exclusively coordinating the activities and five senior teaching members and two external persons from society who work and support the coordinator. The cell interacts with the teachers at the departmental level periodically to get feedback and suggestions from all the teachers in the department. The departments will set goals and targets with a time frame and submit the same to the IQAC. These will periodically be assessed by the cell and a review meeting will be held.

The cell also introduces programmes or dialogues to ensure accountability with transparency in all teaching practices and assessment patterns. In this effect the cell made it mandatory for all teachers to issue a copy of the Course Plan to all the students. The cell initiated dialogue among the departments to introduce transparency into the assessment of the students' learning outcome.

The cell interacts with the Student Council, Parent's Committee and receives feedback from these groups and uses this feedback in planning its strategies, especially in bringing transparency / objectivity / accountability in the teaching–learning–evaluation process.

It also initiates workshops for the administrative staff (include the support staff) who are involved in maintaining the campus and its surroundings. Follow up workshops will also be periodically held to reinforce the training.

The cell also acts as a documenting centre for the seminars / workshops / publications. Documentary files maintained in respect of those who attended / presented papers in seminar / workshops. These are subsequently uploaded on the institution website: www.sncollegeshahmalkhairadeo.org against the concerned teacher's name in the concerned department.

This documentation has worked as a motivational factor for teachers by the work of the teacher becoming a public document for those interested.

Evidence of success :

For IQAC, the major success has been acceptance of the concept as part of the processes in the campus. The initiatives of the cell are now accepted by the teaching community and the students. The initiative on strengths, weaknesses, opportunities and threats (SWOT) analysis introduced in every teaching department was accepted by all and worked upon positively. Subsequent review meetings held with all the departments to work out strategies based on the SWOT analysis.

Problems encountered and Resources required:

The primary problem encountered is that of resistance – to change. A lot of convincing and persistent measures to alter strategies wherever needed has resulted in a lot of time being lost.

Best Practice II: Sustained emphasis on co- and extra-curricular activities to stimulate all-round development

❖ **Goals**

The college engages in several co-curricular activities and education practices with the following objectives:

- To encourage the holistic development of students
- To explore and bring to fruition the latent potential of each student and to provide an ambience for creative expression
- To provide a platform which facilitates smooth transition from college campus to higher education or the professional sector
- To provide optimum exposure to the cultural environment and develop a sense of cultural belonging
- To promote goodwill and interaction among all students and teacher-student interaction
- To inculcate the values of discipline and moral character
- To expose the students to new ideas of research and development
- To develop leadership skills and organizational abilities

❖ **The context**

The college has been every effort made by our college to tap the hidden potential in the students and inculcate good human values. Since its inception, the college has been tirelessly engaged in the task of creating a long and illustrious lineage of women achievers in every field of life. In order to achieve this purpose of all-round individual development, mere academic pursuit is not adequate. Therefore, alongside the curricular programmes, extracurricular activities have been designed to ensure their cultural and moral well being. The college considers it its duty to provide value -based education and life-skills which will help to create individuals who can not only adapt themselves easily to an ever-changing society but can also provide leadership and guidance when necessary.

❖ **The Practice**

Co- and extra-curricular Activities

The college has always believed that an all-round educational development can only take place through a holistic approach. In this context, the college has taken the

following steps:

- The Fresher's Welcome is annually held in a 100% ragging-free environment. This is achieved by encouraging equal participation of the seniors and the new entrants in designing the programme. This fosters a strong bond between freshers and seniors and creates a friendly ambience.
- The college upholds Indian tradition and heritage in all such events. In the present scenario of steadily degrading social values, our college has been able to maintain distinction with regards to the quality and nature of such programmes. A strict discipline is followed during these programmes. Active participation of teachers and their valuable guidance during the same also ensures meaningful achievements. These cultural programmes have been the platform where a lot of our students have discovered and realized their love for performing arts which they have pursued professionally later in their lives.
- The college organizes a number of extension lectures other than departmental activities and UGC sponsored seminars and seminars. With the help of NSS.
- The college also organizes visits to radio and television stations to provide the students a hands-on experience of the operations of such media houses. Moreover, the college also organizes the internship of many students in prestigious media and corporate houses to empower them with job readiness.
The college regularly observes the birth and death anniversaries of personalities of national interest like freedom fighters, scientists, moral leaders, educationists, poets, writers etc. with a view to provide role models to the student community.
- The students are encouraged to attend camps and in-house and off-campus workshops conducted by NSS
- The literary talents of the students find expression in the annually published college magazine and the wall magazines of the different departments.

❖ **Evidence of Success**

The quality education imparted by the college has resulted in it becoming one of the most sought after institutions for higher studies. This is reflected in the increased number of students admitted to the college each year. Over the years

many students have benefitted from these practices and have been able to successfully complete their education as a result. Moreover, our efforts have also made it possible for many students to tackle their personal and emotional problems and rise above them to carve out their individual identity. Our college is proud to have as its alumni countless prominent figures in the fields of academics, literature, art and culture, politics, administration and law, sports. They have not only carved out a niche for themselves but have also upheld the name of the college by utilizing the opportunities given to them. Their exemplary achievements have brought honour and glory to the college and reaffirmed its faith in the best practices mentioned above.

The college has never seen an atmosphere of unrest or in-fighting among students and there has always been a healthy atmosphere of learning. Moreover, the teacher -student relationship in this college is such that the students always voice their thoughts and opinions without fear of being subdued. The college initiatives have produced socially responsible citizens who are equally aware of their moral and ethical ground as well as their civic rights. "Education is not the amount of information that is put into your brain and run riots there, undigested, all your life. We must have life building, man making, and character making assimilation of ideas. If you have five ideas and make them your life and character, you have more education than any man who has got by heart a whole library."

Problems Encountered and Resources Required

- The primary constraint in the implementation of the practices mentioned above is the shortage of time and space and the timely detection of students' needs.
- The college has to contend with a growing number of students and shortage of staff. This severely impedes the much needed one-to-one interaction between teacher and student.
- Shortage of laboratory space does not enable us to carry out short term laboratory projects after college hours.

Contact Details

Name of the Principal : **Prof. Ram Ashish Roy**
Name of the Institution : **S.N.College, Shahmal Kaira Deo,
Rohtas**
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Evaluative Report of the Departments

1. Name of the department : **Hindi**
2. Year of Establishment : **1970**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **U.G.**
4. Names of Interdisciplinary courses and the departments/units involved : **As compulsory in other depts. & as subsidiary papers in Arts faculty.**
5. Annual/ semester/choice based credit system (programme wise):
UG-Annual
6. Participation of the department in the courses offered by other departments : **As compulsory in other depts. & as subsidiary papers in Arts faculty.**
7. Courses in collaboration with other universities, industries, foreign institutions, etc. : **NO**
8. Details of courses/programmes discontinued (if any) with reasons : **NO**
9. Number of Teaching posts: **03**

	Sanctioned	Filled
Professor	Nil	Nil
Associate professor	Nil	Nil
Asst. professor	03	01 (One)

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Jawahar Prasad Singh	M.A	Assistant Professor	Ritikal	30 Yrs.	Nil

Dr. Brahm Deo Singh	M.A, Ph.D	Associate Prof. (Retd.)	Madhyakalin sant prampram sant shivnarayan das aur unki kriti	36 Yrs.	Nil

11. List of senior visiting faculty :
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : **100%**
13. Student -Teacher Ratio (programme wise) : **30:1**
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : **Peon - 01**
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG. : **PG - 01**
16. Number of faculty with ongoing projects from
 - a) National
 - b) International funding agencies and grants received : **None**
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : **None**
18. Research Centre /facility recognized by the University:
N/A
19. Publications :
 - * a) Publication per faculty : **Nil**
 - * Number of papers published in peer reviewed journals (national / international) by faculty and students: **Nil**
 - * Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.): **Nil**
 - * Monographs : **Nil**
 - * Chapter in Books: **Nil**

- * Books Edited: **Nil**
- * Books with ISBN/ISSN numbers with details of publishers : **Nil**
- * Citation Index: **Nil**
- * SNIP: **Nil**
- * SJR: **Nil**
- * Impact factor: **Nil**
- * h-index: **Nil**

20. Areas of consultancy and income generated: **Nil**

21. Faculty as members in: **None**

a) National committees : **None**

b) International Committees : **None**

c) Editorial Boards.: **None**

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental/programme : **40%**

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies : **Nil**

23. Awards / Recognitions received by faculty and students : **Nil**

24. List of eminent academicians and scientists / visitors to the department:

25. Seminars/ Conferences/Workshops organized & the source of funding

a) National : **UGC**

b) International : **None**

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			M	F	
B.A. (Hindi Hons.)Part – I	136	130	104	26	94%

B.A. (Hindi Hons.)Part – II					
B.A. (Hindi Hons.)Part - III					

*M = Male *F = Female

27. Diversity of Students:

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
B.A. (Hindi Hons)	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?: **Data Not Available**

29. Student progression

Student progression	Against % enrolled
UG to PG	Data Not Available
PG to M.Phil.	Data Not Available
PG to Ph.D.	Data Not Available
Ph.D. to Post-Doctoral	Data Not Available
Employed	
<ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	Data Not Available
Entrepreneurship/Self-employment	Data Not Available

30. Details of Infrastructural facilities

- a) Library : **College Central Library**
- b) Internet facilities for Staff & Students:
- c) Class rooms with ICT facility : **Available**
- d) Laboratories : **N/A**

31. Number of students receiving financial assistance from college, university, government or other agencies : **21%**

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts :

Special lectures, workshop Seminars with Departmental faculty members and external experts are organized time to time for enrichment of students.

33. Teaching methods adopted to improve student learning :
- (i) To improve students learning, teaching methods through lecture and assignment is being adopted generally.**
 - (ii) Group wise discussion is organized time to time to improve the student's exposure & confidence.**
34. Participation in Institutional Social Responsibility (ISR) and Extension activities : **Through NSS Units of College.**
35. SWOC analysis of the department and Future plans:

Strengths:

- Good relation among the students and teacher.
- Cooperative attitude among the students are admirable.
- Understanding between the teachers is satisfactory.

Weaknesses:

- Acute shortage of teaching staff.
- Shortage of Journals and reference books.

Opportunities:

- Separate classrooms for Honours courses are available.
- Language Lab. may be set-up for modern Hindi Phonetics.

Challenges:

- Give quality based education for all students.
- To meet up linguistic problems (both oral & Written) of rural students.

Future Plans:

- Publication of Departmental Magazine.
- Organising Seminars.

Evaluative Report of the Departments

1. Name of the department : **English**
2. Year of Establishment : **1970**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : **U.G - Three Years (Hons.)**
4. Names of Interdisciplinary courses and the departments/units involved : **As subsidiary paper & second language paper in faculty of Arts & Science (Humanities & Social Science).**
5. Annual/ semester/choice based credit system (programme wise) : **U.G. - (Annual),**
6. Participation of the department in the courses offered by other departments : **No**
7. Courses in collaboration with other universities, industries, foreign institutions, etc. : **No**
8. Details of courses/programmes discontinued (if any) with reasons : **Nil**
9. Number of Teaching posts

	Sanctioned	Filled
Professor	Nil	Nil
Associate professor	Nil	Nil
Asst. professor	02 (Two)	01 (One)

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
...	M.A.	Associate	Ind. Eng. Lit	36 Yrs.	Nil

		Prof.			
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11. List of senior visiting faculty :
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : **30%**
13. Student -Teacher Ratio (programme wise) : **55:1**
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : **Peon – 01**
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG. : **Ph.D - 01**
16. Number of faculty with ongoing projects from
 - a) National : **Nil**
 - b) International funding agencies and grants received : **Nil**
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : **Nil**
18. Research Centre /facility recognized by the University : **No**
19. Publications:
 - * Publication per faculty : **Nil**
 - * Number of papers published in peer reviewed journals (national / international) by faculty and students : **Nil**
 - * Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) : **Nil**
 - * Monographs : **Nil**
 - * Chapter in Books : **Nil**
 - * Books Edited : **Nil**
 - * Books with ISBN/ISSN numbers with details of publishers : **Nil**

- * Citation Index : Nil
- * SNIP : Nil
- * SJR : Nil
- * Impact factor : Nil
- * h-index : Nil

20. Areas of consultancy and income generated : **No**

21. Faculty as members in
- a) National committees : **None**
 - b) International Committees : **None**
 - c) Editorial Boards. : **None**

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme : **15%**
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies : **Nil**

23. Awards / Recognitions received by faculty and students : **None**

24. List of eminent academicians and scientists / visitors to the department :

25. Seminars/ Conferences/Workshops organized & the source of funding

- a) National : **Nil**
- b) International : **Nil**

26. Student profile programme/course wise :
Academic Year 2014-15

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			M	F	
B.A. Part-I (Eng. Hons.)	150	143	108	35	95%
B.A. Part-II (Eng. Hons.)	-----	115	92	23	98%
B.A. Part-III (Eng. Hons.)	-----	95	76	19	98%

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
U.G	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? : **Data not available**

29. Student progression

Student progression	Against % enrolled
UG to PG	80%
PG to M.Phil.	Data Not Available
PG to Ph.D.	20%
Ph.D. to Post-Doctoral	Data Not Available
Employed	
• Campus selection	Data Not Available
• Other than campus recruitment	Data Not Available
Entrepreneurship/Self-employment	Data Not Available

30. Details of Infrastructural facilities

- a) Library : **College Central Library**
- b) Internet facilities for Staff & Students: **Available**
- c) Class rooms with ICT facility : **Selected class rooms with ICT facility available.**
- d) Laboratories : **Not Available**

31. Number of students receiving financial assistance from college, university, government or other agencies :

- **Needy students are given either free studentship or help from poor boy's fund.**
- **Government Scholarship to SC, OBC and minority students.**

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts : **Nil**

33. Teaching methods adopted to improve student learning

- * **Lecture Method**
- * **Audio –Video Method**
- * **Group Discussion**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities : **Scout Guide, Fine Arts, Sports and extension activities through NSS unit of College.**

35. **SWOC** analysis of the department and Future plans :

Strengths

- Good Infrastructure Available
- Good Faculty members
- Convenient Location
- One of the oldest college of the locality.

Weakness

- Poor attendance in the periods
- Vacant teaching post
- Vacant non-teaching posts

Opportunities

- English is still a very popular area of studies in India
- Existence of various U.G.C. schemes/funds for further development of teaching-learning processes and infrastructure

Challenges

- Attracting students with better English Language skills
 - Providing assistance in developing writing skills
 - Improving library facilities
 - Establishing Language Lab.
-

Evaluative Report of the Departments

1. Name of the department : **Philosophy**
2. Year of Establishment : **1970**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : **U.G - Three Years (Hons.)**
4. Names of Interdisciplinary courses and the departments/units involved : **Nil**
5. Annual/ semester/choice based credit system (programme wise) : **U.G. - (Annual),**
6. Participation of the department in the courses offered by other departments : **As subsidiary paper in faculty of Humanities and Social Science.**
7. Courses in collaboration with other universities, industries, foreign institutions, etc. : **Nil**
8. Details of courses/programmes discontinued (if any) with reasons : **Nil**
9. Number of Teaching posts

	Sanctioned	Filled
Professor	Nil	Nil
Associate professor	Nil	Nil
Asst. professor	02 (two)	01 Guest faculty

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Prof. Ram Nath Singh	M.A	Assistant Professor	Indian Philosophy	25 Yrs.	Nil

11. List of senior visiting faculty :
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : **20%**
13. Student -Teacher Ratio (programme wise) : **05:1**
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : **One IVth. Grade staff to support the department.**
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG. : **PG -01**
16. Number of faculty with ongoing projects from
 - a) National : **Nil**
 - b) International funding agencies and grants received : **Nil**
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : **Nil**
18. Research Centre /facility recognized by the University : **Nil**
19. Publications:
 - * Publication per faculty : **Nil**
 - * Number of papers published in peer reviewed journals (national / international) by faculty and students : **Nil**
 - * Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) : **Nil**
 - * Monographs : **Nil**
 - * Chapter in Books : **Nil**
 - * Books Edited :
 - * Books with ISBN/ISSN numbers with details of publishers : **Nil**
 - * Citation Index : **Nil**
 - * SNIP : **Nil**
 - * SJR : **Nil**
 - * Impact factor : **Nil**
 - * h-index : **Nil**

- 20.** Areas of consultancy and income generated : **Nil**
- 21.** Faculty as members in
- a) National committees : **None**
- b) International Committees : **None**
- c) Editorial Boards. : **None**
- 22.** Student projects
- a) Percentage of students who have done in-house projects including inter departmental/programme : **Nil**
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies : **Nil**
- 23.** Awards / Recognitions received by faculty and students : **Nil**
- 24.** List of eminent academicians and scientists / visitors to the department :
- 25.** Seminars/ Conferences/Workshops organized & the source of funding
- a) National : **Nil**
- a) International : **Nil**
- 26.** Student profile programme/course wise :

Academic Year 2014-15

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			M	F	
B.A (Phil. Hons.)Part-I	08	06	05	01	98%
B.A (Phil. Hons.)Part-II	26	26	23	03	97%
B.A (Phil. Hons.)Part-III	06	06	04	02	98%

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
U.G	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? : **Data Not Available**

29. Student progression

Student progression	Against % enrolled
UG to PG	70%
PG to M.Phil.	Data Not Available
PG to Ph.D.	Data Not Available
Ph.D. to Post-Doctoral	Data Not Available
Employed	
• Campus selection	Nil
• Other than campus recruitment	Data Not Available
Entrepreneurship/Self-employment	Data Not Available

30. Details of Infrastructural facilities

- a) Library : **Available (College Central Library)**
- b) Internet facilities for Staff & Students : **Available**
- c) Class rooms with ICT facility : **Limited class rooms are equipped with ICT facilities.**
- d) Laboratories : **Yes**

31. Number of students receiving financial assistance from college, university, government or other agencies : **Nil**

- **Needy students are given either free studentship or help from poor boy's fund.**
- **Government Scholarship to SC, ST, EBC, BCW and minority students.**

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts : **Nil**

33. Teaching methods adopted to improve student learning

- * **Lecture Method**
- * **Group Discussion**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities : **Scout Guide, Sports and extension**

activities through NSS unit of College.

35. SWOC analysis of the department and Future plans :

Strength:

Experienced and motivated faculties deeply engaged in developing philosophical attitude among students.

Weakness:

- Irregular Attendance of students
- Shortage of teachers
- Library not enriched as per requirement

Opportunities:

Being a small department individual attention is being given to each and every student. The good performance of the students in the final year might draw attention of the bright students for taking philosophy as Honours subject in future.

Challenges:

Finding a good numbers of academically bright students genuinely interested to take philosophy as Honours paper. Exposure of students to English language as a medium of instruction is big challenges.

Future Plans:

- To conduct one day seminar in 'World Philosophy Day' inviting eminent experts in Philosophy.
- To seek fund from UGC (NERO) for organizing seminars in future.
- To start add on courses in Professional Ethics and Organizational Values (Diploma Course) in future.
- To organize student exchange programme with University student for academic enrichment of students.

Evaluative Report of the Departments

1. Name of the department **Economics**
2. Year of Establishment **1970**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)
U.G (Degree Hons.)
4. Names of Interdisciplinary courses and the departments/units involved : **No**
5. Annual/ semester/choice based credit system (programme wise)
U.G. : (Annual)
6. Participation of the department in the courses offered by other departments : **As subsidiary papers in faculty of social science and humanities.**
7. Courses in collaboration with other universities, industries, foreign institutions, etc. : **No**
8. Details of courses/programmes discontinued (if any) with reasons : **No**
9. Number of teaching posts

	Sanctioned	Filled
Professor	Nil	Nil
Associate professor	Nil	Nil
Asst. professor	03 (Three)	02 (Two)

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Prof. Tej Narayan Singh	M.A	Assistant Professor	Public Finance	28 Yrs.	Nil

Prof. Harihar Chaudhary	M.A	Assistant Professor	Rural Economics	36 yrs.	Nil

11. List of senior visiting faculty :
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : **40%**
13. Student -Teacher Ratio (programme wise) **64:1**
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : **One Class IVth Staff**
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG. : **PG -02**
16. Number of faculty with ongoing projects from
 - a) National : **No**
 - b) International funding agencies and grants received : **No**
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : **Nil**
18. Research Centre /facility recognized by the University : **No**
19. Publications:
 - * Publication per faculty : **Nil**
 - * Number of papers published in peer reviewed journals (national / international) by faculty and students : **Nil**
 - * Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) : **Nil**
 - * Monographs : **Nil**
 - * Chapter in Books : **Nil**
 - * Books Edited : **No**
 - * Books with ISBN/ISSN numbers with details of publishers : **Nil**
 - * Citation Index : **Nil**
 - * SNIP : **Nil**
 - * SJR : **Nil**
 - * Impact factor : **Nil**
 - * h-index : **Nil**

20. Areas of consultancy and income generated : **Nil**
21. Faculty as members in
- a) National committees : **Nil**
- b) International Committees : **Nil**
- c) Editorial Boards. : **Nil**
22. Student projects
- a) Percentage of students who have done in-house projects including inter departmental/programme : **Nil**
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies : **Nil**
23. Awards / Recognitions received by faculty and students : **No**
24. List of eminent academicians and scientists / visitors to the department :
25. Seminars/ Conferences/Workshops organized & the source of funding
- a) National: **Role of Economics in changing the face Real India.**
- b) International: **Nil**
26. Student profile programme /course wise:
Academic Year 2014-15

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			M	F	
B.A. (Eco. Hons.) Part- I	140	127	100	27	90%
B.A. (Eco. Hons.) Part- II	165	163	132	31	94%
B.A. (Eco. Hons.) Part- III	91	81	65	16	98%

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
B.A. (Eco. Hons.) Part- I	100%	Nil	Nil
B.A. (Eco. Hons.) Part- II	100%	Nil	Nil

B.A. (Eco. Hons.) Part- III	100%	Nil	Nil
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28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? : **Data not Available**

29. Student progression

Student progression	Against % enrolled
UG to PG	80%
PG to M.Phil.	Data not Available
PG to Ph.D.	Data not Available
Ph.D. to Post-Doctoral	Data not Available
Employed	
• Campus selection	Nil
• Other than campus recruitment	Data not Available
Entrepreneurship/Self-employment	Data not Available

30. Details of Infrastructural facilities

- a) Library : **Yes (College Central Library)**
- b) Internet facilities for Staff & Students : **No**
- c) Class rooms with ICT facility : **Limited Class rooms are with ICT facilities**
- d) Laboratories : **N/A**

31. Number of students receiving financial assistance from college, university, government or other agencies :

- **Needy students are given either free studentship or help from poor boy's fund.**
- **Government Scholarship to SC, ST, EBC, BCW and minority students.**

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts : **Seminars**

33. Teaching methods adopted to improve student learning :

Lecture Method
Smart Board Presentation
Group Discussion

34. Participation in Institutional Social Responsibility (ISR) and Extension activities : **Through Scout Guide & NSS unit of college.**

35. **SWOC** analysis of the department and Future plans

Strength:

Most of the students come from backward and rural regions despite that they are more disciplined, studious, participated in different extracurricular activities. Their results are quite satisfactory.

Weakness: - Lack of faculty members and lack of infrastructures for the faculty improvement.

Opportunity:- Several vocational management courses such as MBA, RDDM may be started in the department.

Challenges:-Resource persons with quality to run vocational courses are hardly available.

Future Plan: - We want to introduce the experimental economics for which social Laboratories will be established in the Department. Power point presentation of relevant topics. Interdisciplinary coursed will be started in due course.

Evaluative Report of the Departments

1. Name of the department : **Political Science**
2. Year of Establishment : **1970**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):
U.G - Three Years (Honors')
4. Names of Interdisciplinary courses and the departments/units involved : **Economics and History**
5. Annual/ semester/choice based credit system (programme wise) :
U.G. - (Annual),
6. Participation of the department in the courses offered by other departments : **Subsidiary papers faculty of Humanities and Social Science.**
7. Courses in collaboration with other universities, industries, foreign institutions, etc. : **No**
8. Details of courses/programmes discontinued (if any) with reasons : **No**
9. Number of Teaching posts

	Sanctioned	Filled
Professor	Nil	Nil
Associate professor	Nil	01 (one)
Asst. professor	03 (Three)	01 (one) & (01 -Guest Faculty)

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years

Prof. Madan Prasad Singh	M.A.	Assistant Professor	Indian Constitution	33 Yrs.	Nil
Dr. R.B. Chaudhary	M.A, Ph.D.	Associate Professor (Retd.)	International Politics	42 Yrs.	10

11. List of senior visiting faculty :
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : **25%**
13. Student -Teacher Ratio (programme wise) : **164:1**
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : **Peon : 1**
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG. : **PG -01 & Ph.D- 01**
16. Number of faculty with ongoing projects from
 - a) National : **Nil**
 - b) International funding agencies and grants received : **Nil**
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : **Nil**
18. Research Centre /facility recognized by the University : **No**
19. Publications: : **Nil**
 - * Publication per faculty : **Nil**
 - * Number of papers published in peer reviewed journals (national / international) by faculty and students : **02**
 - * Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) : **Nil**
 - * Monographs : **Nil**
 - * Chapter in Books : **Nil**
 - * Books Edited : **Nil**
 - * Books with ISBN/ISSN numbers with details of publishers : **Nil**
 - * Citation Index : **Nil**

- * SNIP : Nil
- * SJR : Nil
- * Impact factor : Nil
- * h-index : Nil

20. Areas of consultancy and income generated :

21. Faculty as members in
- a) National committees : **None**
 - b) International Committees : **None**
 - c) Editorial Boards. : **None**

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme : **Nil**
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies : **Nil**

23. Awards / Recognitions received by faculty and students : **Nil**

24. List of eminent academicians and scientists / visitors to the department :

25. Seminars/ Conferences/Workshops organized & the source of funding
- a) National : **Nil**
 - b) International : **Nil**

26. Student profile programme/course wise :

Academic Year 2014-15

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			M	F	
B.A (Pol. Sc. Hons.)Part-I	290	274	222	52	94%
B.A (Pol. Sc. Hons.)Part-II	280	270	220	50	95%
B.A (Pol. Sc. Hons.)Part-III	275	128	110	18	98%

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad

U.G	100%	Nil	Nil
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28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? : **Data Not Available**

29. Student progression

Student progression	Against % enrolled
UG to PG	80%
PG to M.Phil.	Data Not Available
PG to Ph.D.	20%
Ph.D. to Post-Doctoral	Data Not Available
Employed	
• Campus selection	Data Not Available
• Other than campus recruitment	Data Not Available
Entrepreneurship/Self-employment	Data Not Available

30. Details of Infrastructural facilities

- a) Library : **(College Central Library)**
- b) Internet facilities for Staff & Students : **Available**
- c) Class rooms with ICT facility : **Limited class rooms are with ICT facilities.**
- d) Laboratories : **Nil**

31. Number of students receiving financial assistance from college, university, government or other agencies : **40%**

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts : **Departmental seminars are organized from time to time**

33. Teaching methods adopted to improve student learning

- * **Lecture Method**
- * **Power Point Presentation on Smart Board**
- * **Group Discussion**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities : **Scout Guide, Sports and extension activities through NSS unit of College.**

35. **SWOC** analysis of the department and Future plans :

Strengths: Adequate physical infrastructure and enrolment of students up to strength.

Weaknesses: No separate chamber for teachers, limited physical

infrastructure facilities available.

Opportunities: Student from weaker sections (economically and socially) get chance to be educated to compete in the modern situation.

Challenges: Within limited infrastructure to equip the students with skills enabling them to compete with privileged section of society.

Future plans:

- Setting up a departmental library.
- To adopt new method of teaching to arrange tours in Delhi during the session of the Lower House and Upper House and also various assemblies.
- To carry out textbook assignment and debate.

Evaluative Report of the Departments

1. Name of the department : **History**
2. Year of Establishment : **1970**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : **U.G - Three Years (Hons.)**
4. Names of Interdisciplinary courses and the departments/units involved : **Faculty of Social Science and Humanities**
5. Annual/ semester/choice based credit system (programme wise) : **U.G. - (Annual),**
6. Participation of the department in the courses offered by other departments : **As subsidiary paper in faculty of humanities and Social Science.**
7. Courses in collaboration with other universities, industries, foreign institutions, etc. : **No**
8. Details of courses/programmes discontinued (if any) with reasons : **Nil**
9. Number of Teaching posts

	Sanctioned	Filled
Professor	Nil	Nil
Associate professor	Nil	01 (One)
Asst. professor	02 (Two)	01 (One)

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Bhim Shankar Rai	M.A, Ph.D	Associate Professor	Ancient History	32 Yrs.	06
Dhananjay Kr. Singh	M.A., M.Phil	Assistant Professor	Indian History	9 Yrs.	Nil

11. List of senior visiting faculty :
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : **50%**
13. Student -Teacher Ratio (programme wise) : **140:1**
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : **One IVth. Grade staff to support the department.**
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG. : **Ph. D- 01, M.Phil - 01**
16. Number of faculty with ongoing projects from
 - a) National : **Nil**
 - b) International funding agencies and grants received : **Nil**
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : **Nil**
18. Research Centre /facility recognized by the University : **Nil**
19. Publications: : Nil
 - * Publication per faculty : **Nil**
 - * Number of papers published in peer reviewed journals (national / international) by faculty and students : **08**
 - Journals**
 - * Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) : **Nil**
 - * Monographs : **Nil**
 - * Chapter in Books : **02**
 - * Books Edited : **02**
 - * Books with ISBN/ISSN numbers with details of publishers : **Nil**
 - * Citation Index : **Nil**
 - * SNIP : **Nil**
 - * SJR : **Nil**
 - * Impact factor : **Nil**
 - * h-index : **Nil**

20. Areas of consultancy and income generated : **Nil**
21. Faculty as members in
 a) National committees : **None**
 b) International Committees : **None**
 c) Editorial Boards. : **None**
22. Student projects
 a) Percentage of students who have done in-house projects including inter departmental/programme : **Nil**
 b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies : **Nil**
23. Awards / Recognitions received by faculty and students : **Nil**
24. List of eminent academicians and scientists / visitors to the department :
25. Seminars/ Conferences/Workshops organized & the source of funding
 a) National : **Nil**
 b) International : **Nil**
26. Student profile programme/course wise :

Academic Year 2014-15

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			M	F	
B.A (History Hons.)Part-I	310	273	224	49	90%
B.A (History Hons.)Part-II	269	269	218	51	95%
B.A (History Hons.)Part-III	265	265	212	53	98%

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
U.G	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? : **Data Not Available**

29. Student progression

Student progression	Against % enrolled
UG to PG	60%
PG to M.Phil.	Data Not Available
PG to Ph.D.	10%
Ph.D. to Post-Doctoral	Data Not Available
Employed	
• Campus selection	Nil
• Other than campus recruitment	Data Not Available
Entrepreneurship/Self-employment	Data Not Available

30. Details of Infrastructural facilities

- a) Library : **Available (College Central Libray)**
- b) Internet facilities for Staff & Students : **Yes**
- c) Class rooms with ICT facility : **Yes**
- d) Laboratories : **Nil**

31. Number of students receiving financial assistance from college, university, government or other agencies :

- **Needy students are given either free studentship or help from poor boy's fund.**
- **Government Scholarship to SC, ST, EBC, BCW and minority students.**

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts :

Special Lectures, Seminar and Workshop are organised in the department eminent faculty members are called for special lectures and counselling.

33. Teaching methods adopted to improve student learning

- * **Lecture Method**
- * **Group Discussion**
- * **Power Point Presentation**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities : **Scout Guide, Sports and extension activities through NSS unit of College.**

35. SWOC analysis of the department and Future plans :

Strength:

- Support of University authorities(including Principal of the college) who appreciate enthusiastic and innovative approach for advancement of higher education.
- Students who are very much disciplined and attentive to the tasks given to them, thanks to various awareness learning and vigil-programmers conducted by the college.
- System of procuring feedbacks from teachers as well as students regarding progress of study.

Weaknesses:-

- Dearth of teachers. Numbers of teachers posted in the department are much below the ideal student – teacher ratio.
- Non availability of supporting staff i.e. assistants & peons.

Opportunity

- Increased attention and enhanced provision of aids from U.G.C. and provincial education – administration toward overall betterment of higher education.
- Ever increasing numbers of girl aspirants of rural background for admission into College which provides excellent opportunity to spread education of higher quality among the rural masses.

Challenges

- To create a better teaching – learning environment conducive to pursuit of higher knowledge, relevant skills and experience.
- To cater to needs of students coming from rural ambience.
- To provide more useful techniques & information to students which may help them getting jobs.

Future Plans

The department has resolved to take a Number of steps near future for achieving higher level of excellence. Some important decisions in this regards are as follows:-

- To organize excursion tours for students to enable them to have better perception of history.
 - To start, with due permission, courses in archaeology and musicology so that (I) Students may gate better job opportunities as well as. (II) Students not selected in honors and M.A. classes of history in this institution may fulfill their cherished goal of being part of this prestigious institutions.
 - To establish a gallery of Photo- exhibits of historical events and artifacts especially those related with regional past.
 - To raise / procure some funds for providing prizes to studious disciples.
-

Evaluative Report of the Departments

1. Name of the department : **Psychology**
2. Year of Establishment : **1970**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : **U.G - Three Years (Hons.)**
4. Names of Interdisciplinary courses and the departments/units involved : **Faculty of Social Science and Humanities**
5. Annual/ semester/choice based credit system (programme wise) : **U.G. - (Annual),**
6. Participation of the department in the courses offered by other departments : **Nil**
7. Courses in collaboration with other universities, industries, foreign institutions, etc. : **No**
8. Details of courses/programmes discontinued (if any) with reasons : **Nil**
9. Number of Teaching posts

	Sanctioned	Filled
Professor	Nil	Nil
Associate professor	Nil	Nil
Asst. professor	02 (Two)	01 (one)

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Prof. Gauri Shankar Ram	M.A	Assistant Professor	Thesis	24 Yrs.	Nil

11. List of senior visiting faculty :
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : **60%**
13. Student -Teacher Ratio (programme wise) : **122:1**
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : **One IVth. Grade staff to support the department.**
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG. **PG - 01**
16. Number of faculty with ongoing projects from
 - a) National : **Nil**
 - b) International funding agencies and grants received : **Nil**
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : **Nil**
18. Research Centre /facility recognized by the University : **Yes**
19. Publications: :
 - * Publication per faculty : **02**
 - * Number of papers published in peer reviewed journals (national / international) by faculty and students : **02**
Journals (By Faculty)
 - * Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) : **Nil**
 - * Monographs : **Nil**
 - * Chapter in Books : **Nil**
 - * Books Edited :
 - * Books with ISBN/ISSN numbers with details of publishers : **Nil**
 - * Citation Index : **Nil**
 - * SNIP : **Nil**
 - * SJR : **Nil**
 - * Impact factor : **Global Impact Factor – 0.842, 0.850**
 - * h-index : **Nil**

20. Areas of consultancy and income generated : **Psychological Counselling**
21. Faculty as members in
 a) National committees : **None**
 b) International Committees : **None**
 c) Editorial Boards. : **None**
22. Student projects
 a) Percentage of students who have done in-house projects including inter departmental/programme : **Nil**
 b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies : **Nil**
23. Awards / Recognitions received by faculty and students : **Nil**
24. List of eminent academicians and scientists / visitors to the department :
25. Seminars/ Conferences/Workshops organized & the source of funding
 a) National : **Nil**
 b) International : **Nil**
26. Student profile programme/course wise :

Academic Year 2014-15

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			M	F	
B.A (Psycho.Hons.)Part-I	400	285	237	48	98%
B.A (Psycho.Hons.)Part-II	280	280	230	50	97%
B.A (Psycho.Hons.)Part-III	250	250	210	40	98%

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
U.G	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? : **Data Not Available**

29. Student progression

Student progression	Against % enrolled
UG to PG	80%
PG to M.Phil.	Data Not Available
PG to Ph.D.	10%
Ph.D. to Post-Doctoral	Data Not Available
Employed	
• Campus selection	Nil
• Other than campus recruitment	Data Not Available
Entrepreneurship/Self-employment	10%

30. Details of Infrastructural facilities

- a) Library : **College Central Library**
- b) Internet facilities for Staff & Students : **Available**
- c) Class rooms with ICT facility : **Limited class rooms are equipped with ICT facilities.**
- d) Laboratories : **Yes**

31. Number of students receiving financial assistance from college, university, government or other agencies :

- **Needy students are given either free studentship or help from poor boy's fund.**
- **Government Scholarship to SC, ST, EBC, BCW and minority students.**

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts : **Guest Lectures, Seminar and Workshop**

33. Teaching methods adopted to improve student learning

- * **Excursion Tour**
- * **Lecture Mithod**
- * **Group Discussion**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities : **Scout Guide, Sports and extension activities through NSS unit of College.**

35. **SWOC** analysis of the department and Future plans :

Strength: The knowledge and understanding of the subject is very good of the faculty members. Students are being taught in interactive way. Practicals are done very meticulously also extra classes are taken regularly for the sake of students. A good and healthy academic ambience is maintained within the department. A healthy, cooperative mutual understanding between the faculties and the students are also maintained.

Weakness: Insufficient ICT facility, not available exclusively.

Opportunity: The students can be provided mock viva test, mock seminar, group discussion and educational tour to enrich their knowledge. Psychological clinic can be established.

Challenge: Students' knowledge can be enriched by arranging movie clubs, book reviews and journal clubs.

Evaluative Report of the Departments

1. Name of the department : **Geography**
2. Year of Establishment : **1970**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : **U.G - Three Years (Honors)**
4. Names of Interdisciplinary courses and the departments/units involved : **Economics , History & Pol. Science**
5. Annual/ semester/choice based credit system (programme wise) : **U.G. - (Annual),**
6. Participation of the department in the courses offered by other departments : **Economics , History & Pol. Science**
7. Courses in collaboration with other universities, industries, foreign institutions, etc. : **None**
8. Details of courses/programmes discontinued (if any) with reasons : **Nil**
9. Number of Teaching posts

	Sanctioned	Filled
Professor	Nil	Nil
Associate professor	Nil	Nil
Asst. professor	02 (Two)	01 (one)

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Prof. Vinay Kumar Singh	M.A.	Assist. Professor	Urban Geography	28 Yrs.	Nil

11. List of senior visiting faculty :
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : **40%**
13. Student -Teacher Ratio (programme wise) : **120:1**
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled
- | | :Sanctioned | Filled |
|------|--------------------|---------------|
| Peon | - 01 | 01 |
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG. : **PG – 01**
16. Number of faculty with ongoing projects from
- a) National :**None**
- b) International funding agencies and grants received : **None**
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : **UGC**
18. Research Centre /facility recognized by the University : **Yes**
19. Publications: :
- * Publication per faculty : **Nil**
 - * Number of papers published in peer reviewed journals (national / international) by faculty and students : **Nil**
 - * Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) : **Nil**
 - * Monographs : **Nil**
 - * Chapter in Books : **Nil**
 - * Books Edited : **Nil**
 - * Books with ISBN/ISSN numbers with details of publishers : **Nil**
 - * Citation Index : **Nil**
 - * SNIP : **Nil**
 - * SJR : **Nil**
 - * Impact factor : **Nil**
 - * h-index : **Nil**
20. Areas of consultancy and income generated : **Nil**

- 21.** Faculty as members in
- a) National committees : **None**
 b) International Committees : **None**
 c) Editorial Boards. : **None**
- 22.** Student projects
- a) Percentage of students who have done in-house projects including inter departmental/programme : **100%**
 b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies : **10%**
- 23.** Awards / Recognitions received by faculty and students : **Nil**
- 24.** List of eminent academicians and scientists / visitors to the department :
- 25.** Seminars/ Conferences/Workshops organized & the source of funding
- a) National : **Nil**
 b) International : **Nil**
- 26.** Student profile programme/course wise :

Academic Year 2014-15

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			M	F	
B.A Part-I (Hons.)	310	120	100	20	98%
B.A Part-II (Hons.)	120	120	100	20	98%
B.A Part-III (Hons.)	120	120	100	20	97%

*M = Male *F = Female

- 27.** Diversity of Students

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
U.G	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? : **Nil**

29. Student progression

Student progression	Against % enrolled
UG to PG	50%
PG to M.Phil.	Data Not Available
PG to Ph.D.	Data Not Available
Ph.D. to Post-Doctoral	Data Not Available
Employed	
<ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	Data Not Available Data Not Available
Entrepreneurship/Self-employment	Data Not Available

30. Details of Infrastructural facilities

- a) Library : **Yes**
- b) Internet facilities for Staff & Students : **Yes**
- c) Class rooms with ICT facility : **Yes**
- d) Laboratories : **Yes**

31. Number of students receiving financial assistance from college, university, government or other agencies : **30%**

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts : **Guest Lectures, Symposium, Seminar and Workshop**

33. Teaching methods adopted to improve student learning
 * **Excursion Geographical**
 * **Lecture Mithod**
 * **Group Discussion**

34. Participat4ion in Institutional Social Responsibility (ISR) and Extension activities : **Scout Guide, Fine Arts, Sports and extension activities through NSS unit of College.**

35. **SWOC** analysis of the department and Future plans :

<p>Strength:</p> <ol style="list-style-type: none">1. Discipline2. Inculcation of ethics3. Departmental Seminar4. Learning through excursion5. Innovative teaching maps diagram saving.6. Career Counselling <p>Weakness:</p> <ol style="list-style-type: none">1. Modernization of Infrastructure2. Shortage of teachers <p>Future Plans:</p> <ol style="list-style-type: none">1. Introduction of transmission house	<p>Opportunities:</p> <ol style="list-style-type: none">1. Self employment2. Campus Selection3. Introduction of adequate of vocational courses4. Railway concessional ticket provided to student5. Career enrichment through sports and SCOUT GUIDE6. Knowledge enrichment through geographical Quiz. <p>Challenges:</p> <ol style="list-style-type: none">1. Construction of separate administrative building2. Smart class room required3. Well equipped practical room4. How to generate internal resource of the department5. Boys Hostel6. Girls Hostel7. Conference Hall
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Evaluative Report of the Departments

1. Name of the department : **Physics**
2. Year of Establishment : **1970**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : **U.G - Three Years (Hons.)**
4. Names of Interdisciplinary courses and the departments/units involved : **Nil**
5. Annual/ semester/choice based credit system (programme wise) : **U.G. - (Annual),**
6. Participation of the department in the courses offered by other departments : **Conducts subsidiary papers in faculty of Science.**
7. Courses in collaboration with other universities, industries, foreign institutions, etc. : **Nil**
8. Details of courses/programmes discontinued (if any) with reasons : **Nil**
9. Number of Teaching posts

	Sanctioned	Filled
Professor	Nil	Nil
Associate professor	Nil	Nil
Asst. professor	02 (Two)	02 (Two)

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Prof. Manwendra Nath Rai	M.Sc.	Associate Professor	Nuclear	37 Yrs.	Nil

Prof. Kapil Muni Singh	M.Sc.	Assistant Professor	Electronics	23 Yrs.	Nil
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11. List of senior visiting faculty :
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : **100%**
13. Student -Teacher Ratio (programme wise) : **182:1**
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : **Demonstrator - 02**
Lab Boy - 01
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG. : **PG - 02**
16. Number of faculty with ongoing projects from
 - a) National : **Nil**
 - b) International funding agencies and grants received : **Nil**
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : **No**
18. Research Centre /facility recognized by the University : **No**
19. Publications: :
 - * Publication per faculty : **Nil**
 - * Number of papers published in peer reviewed journals (national / international) by faculty and students : **Nil**
 - * Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) : **Nil**
 - * Monographs : **Nil**
 - * Chapter in Books : **Nil**
 - * Books Edited : **Nil**
 - * Books with ISBN/ISSN numbers with details of publishers : **Nil**
 - * Citation Index : **Nil**
 - * SNIP : **Nil**
 - * SJR : **Nil**
 - * Impact factor : **Nil**
 - * h-index : **Nil**

20. Areas of consultancy and income generated : **Nil**
21. Faculty as members in
- a) National committees : **None**
- b) International Committees : **None**
- c) Editorial Boards. : **None**
22. Student projects
- a) Percentage of students who have done in-house projects including inter departmental/programme : **10%**
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies : **Nil**
23. Awards / Recognitions received by faculty and students : **Nil**
24. List of eminent academicians and scientists / visitors to the department :
25. Seminars/ Conferences/Workshops organized & the source of funding
- a) National : **Nil**
- b) International : **Nil**

26. Student profile programme/course wise :
Academic Year 2014-15

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			M	F	
B.Sc. (Phy.. Hons.)Part-I	400	242	182	60	95%
B.Sc. (Phy.. Hons.)Part-II	365	365	271	94	97%
B.Sc. (Phy.. Hons.)Part-III	183	183	145	38	99%

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
U.G	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services,

Defense services, etc. ? : **Data Not Available**

29. Student progression

Student progression	Against % enrolled
UG to PG	70%
PG to M.Phil.	Data Not Available
PG to Ph.D.	Data Not Available
Ph.D. to Post-Doctoral	Data Not Available
Employed	
• Campus selection	Nil
• Other than campus recruitment	Data Not Available
Entrepreneurship/Self-employment	30%

30. Details of Infrastructural facilities

- a) Library : **Available (College Central Library)**
- b) Internet facilities for Staff & Students: **Yes**
- c) Class rooms with ICT facility : **Limited class rooms are equipped with ICT facilities.**
- d) Laboratories : **Available**

31. Number of students receiving financial assistance from college, university, government or other agencies : **40%**

- **Needy students are given either free studentship or help from poor boy's fund.**
- **Government Scholarship to SC, ST, EBC, BCW and minority students.**

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts : **Special Lectures, Seminars, Quiz and Workshop on innovative concepts are organised on regular basis in the department. Training of soft skills are also provided to students.**

33. Teaching methods adopted to improve student learning

- * **Lecture Mithod**
- * **Group Discussion**
- * **Power point presentation**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities : **Through Scout Guide, and extension activities through NSS unit of College.**

35. SWOC analysis of the department and Future plans :

Strength:

- Good strength of learners.
- Well qualified resource persons with vast experience.
- Students in the recent past have come out with good results at the University.

Weakness:

- Unavailability of permanent faculty members in the department.
- High teacher-student ratio.
- Lack of Technical and Non-teaching staffs.
- Classes and practical are conducted by Part time/Guest faculty.

Opportunity:

- Opportunity to start physics vocational / professional courses.
- Several allied vocational courses of physics can be started.

Future Plan:

- To develop high quality laboratory in the department in which experiments leading to research publications and thesis work can be performed.
- To develop a high end computational facility in the department.
- To persuade university to provide atleast two permanent faculty members in the department.

Evaluative Report of the Departments

1. Name of the department : **Chemistry**
2. Year of Establishment : **1970**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : **U.G - Three Years (Hons.)**
4. Names of Interdisciplinary courses and the departments/units involved : **Science**
5. Annual/ semester/choice based credit system (programme wise) : **U.G. - (Annual),**
6. Participation of the department in the courses offered by other departments : **Conducts subsidiary papers in faculty of Science.**
7. Courses in collaboration with other universities, industries, foreign institutions, etc. : **Nil**
8. Details of courses/programmes discontinued (if any) with reasons : **Nil**
9. Number of Teaching posts

	Sanctioned	Filled
Professor	Nil	Nil
Associate professor	Nil	Nil
Asst. professor	02 (Two)	02 (Two)

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Uma Shankar Singh	M.Sc., Ph.D	Associate Professor	Physical Chemistry	38 Yrs.	01

Prof. Raghu Bansh Singh	M.Sc.	Assistant Professor	Inorganic Chemistry	23 Yrs.	Nil
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11. List of senior visiting faculty :
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : **64%**
13. Student -Teacher Ratio (programme wise) : **102:1**
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : **One IVth. Grade staff to support the department and one lab. technician.**
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG. : **Ph. D – 01, PG - 01**
16. Number of faculty with ongoing projects from
 - a) National : **Nil**
 - b) International funding agencies and grants received : **Nil**
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : **No**
18. Research Centre /facility recognized by the University : **No**
19. Publications :
 - * Publication per faculty : **Nil**
 - * Number of papers published in peer reviewed journals (national / international) by faculty and students : **Nil**
 - * Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) : **Nil**
 - * Monographs : **Nil**
 - * Chapter in Books : **Nil**
 - * Books Edited : **Nil**
 - * Books with ISBN/ISSN numbers with details of publishers : **Nil**
 - * Citation Index : **Nil**

- * SNIP : Nil
- * SJR : Nil
- * Impact factor : Nil
- * h-index : Nil

20. Areas of consultancy and income generated : Nil

21. Faculty as members in
- a) National committees : None
 - b) International Committees : None
 - c) Editorial Boards. : None

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme : Nil
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies : Nil

23. Awards / Recognitions received by faculty and students : Nil

24. List of eminent academicians and scientists / visitors to the department :

25. Seminars/ Conferences/Workshops organized & the source of funding

- a) National : Nil
- b) International : Nil

26. Student profile programme/course wise :

Academic Year 2014-15

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			M	F	
B.Sc. (Chem. Hons.)Part-I	400	187	154	33	95%
B.Sc. (Chem. Hons.)Part-II	180	180	152	28	98%
B.Sc. (Chem. Hons.)Part-III	136	136	112	24	99%

27. Diversity of Students

Name of the Course	% of students	% of	% of
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	from the same state	students from other states	students from abroad
U.G	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? : **Data Not Available**

29. Student progression

Student progression	Against % enrolled
UG to PG	60%
PG to M.Phil.	Data Not Available
PG to Ph.D.	20%
Ph.D. to Post-Doctoral	Data Not Available
Employed	
• Campus selection	Nil
• Other than campus recruitment	Data Not Available
Entrepreneurship/Self-employment	Data Not Available

30. Details of Infrastructural facilities

- a) Library : **Available (College Central Library)**
- b) Internet facilities for Staff & Students: **Yes**
- c) Class rooms with ICT facility : **Limited class rooms are equipped with ICT facilities.**
- d) Laboratories : **Available**

31. Number of students receiving financial assistance from college, university, government or other agencies :

- **Needy students are given either free studentship or help from poor boy's fund.**
- **Government Scholarship to SC, ST, EBC, BCW and minority students.**

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts : **Special Lectures, Seminars, Quiz and Workshop on innovative concepts are organised on regular basis in the department. Training of soft skills are also provided to students.**

33. Teaching methods adopted to improve student learning
* **Smart Class**

- * **Group Discussion**
- * **Power point presentation**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities : **Through Scout Guide and extension activities through NSS unit of College.**

35. **SWOC** analysis of the department and Future plans :

Strength:

Chemistry honours students pass out in their final examination with good results every year and they get chance for higher studies in different universities in our country and abroad.

Weakness:

- a. The laboratory needs a new distillation plant.
- b. Shortage of space to accommodate a large number of students
- c. Shortage of faculty.
- d. Shortage of laboratory staff.

Opportunities: Chemistry honours students with good results get opportunity for higher studies in various fields like pure, applied chemistry, Bio, Marine, Agriculture Chemistry & Environmental studies along with other technological and vocational field like packaging etc.

Challenges: With all the limitation our all staff both teaching and non-teaching work hard and trying their best for the benefit of the students.

Future Plans: Upgradation of the Laboratory and installation of a new distillation plant. Purchasing more modern equipments for the laboratory and setting up a Classroom with ICT facility.

Evaluative Report of the Departments

1. Name of the department : **Botany**
2. Year of Establishment : **1970**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : **U.G - Three Years (Hons.)**
4. Names of Interdisciplinary courses and the departments/units involved : **Zoology, Chemistry & Mathematics**
5. Annual/ semester/choice based credit system (programme wise) : **U.G. - (Annual),**
6. Participation of the department in the courses offered by other departments : **Conducts subsidiary papers in faculty of Science.**
7. Courses in collaboration with other universities, industries, foreign institutions, etc. : **Nil**
8. Details of courses/programmes discontinued (if any) with reasons : **Nil**
9. Number of Teaching posts

	Sanctioned	Filled
Professor	Nil	Nil
Associate professor	Nil	Nil
Asst. professor	02 (Two)	01 (One)

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Azra Praveen	M.Sc., Ph.D	Associate Professor	Life Science	20 Yrs.	02

11. List of senior visiting faculty :
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : **40%**
13. Student -Teacher Ratio (programme wise) : **58:1**
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **Demonstrator- 02**
Lab. Boy - 01
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG. : **Ph. D - 01**
16. Number of faculty with ongoing projects from
 - a) National : **Nil**
 - b) International funding agencies and grants received : **Nil**
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : **Nil**
18. Research Centre /facility recognized by the University : **No**
19. Publications: :
 - * Publication per faculty : **Nil**
 - * Number of papers published in peer reviewed journals (national / international) by faculty and students : **Nil**
 - * Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) : **Nil**
 - * Monographs : **Nil**
 - * Chapter in Books : **Nil**
 - * Books Edited : **Nil**
 - * Books with ISBN/ISSN numbers with details of publishers : **Nil**
 - * Citation Index : **Nil**

- * SNIP : Nil
- * SJR : Nil
- * Impact factor : Nil
- * h-index : Nil

20. Areas of consultancy and income generated : **No**

21. Faculty as members in

- a) National committees : **None**
- b) International Committees : **None**
- c) Editorial Boards. : **None**

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme : **10%**
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies : **Nil**

23. Awards / Recognitions received by faculty and students : **Nil**

24. List of eminent academicians and scientists / visitors to the department :

25. Seminars/ Conferences/Workshops organized & the source of funding

- a) National : **Nil**
- b) International : **Nil**

26. Student profile programme/course wise :

Academic Year 2014-15

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			M	F	
B.Sc. (Bot. Hons.)Part-I	200	107	87	20	95%
B.Sc. (Bot. Hons.)Part-II	115	115	96	19	98%
B.Sc. (Bot. Hons.)Part-III	55	55	45	10	97%

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
U.G	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? : **Data Not Available**

29. Student progression

Student progression	Against % enrolled
UG to PG	75%
PG to M.Phil.	Data Not Available
PG to Ph.D.	25%
Ph.D. to Post-Doctoral	Data Not Available
Employed	
• Campus selection	Nil
• Other than campus recruitment	Data Not Available
Entrepreneurship/Self-employment	20%

30. Details of Infrastructural facilities

- a) Library : **Available (College Central Library)**
- b) Internet facilities for Staff & Students: **Yes**
- c) Class rooms with ICT facility : **Limited class rooms are equipped with ICT facilities.**
- d) Laboratories : **Available**

31. Number of students receiving financial assistance from college, university, government or other agencies : **45%**

- **Needy students are given either free studentship or help from poor boy's fund.**
- **Government Scholarship to SC, ST, EBC, BCW and minority students.**

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts : **Special Lectures, Seminars, Quiz and Workshop on innovative concepts are organised on regular basis in the department. Training of soft skills and consultancy allowed plantation of ornamental and medicinal plants are also provided to students.**

33. Teaching methods adopted to improve student learning
* **Smart Class**
* **Group Discussion**
* **Power point presentation**
* **Practical in Laboratory**
34. Participation in Institutional Social Responsibility (ISR) and Extension activities : **Through Scout Guide, Cultural Programme and extension activities through NSS unit of College.**
35. **SWOC** analysis of the department and Future plans :

Strengths: Competent faculties & coordination among them with varied specialization.

Weaknesses: Preference for technical/ paramedical and other vocational courses drives away the front rankers. Students opting for general degree courses are not only economically challenged but also less meritorious.

Opportunities: Students are encouraged to take up higher studies and along with that necessary help is provided for taking civil/administrative services.

Challenges: Keeping students focused for taking up higher studies.

Future Plans:

- To establish a plant tissue culture laboratory.
- To establish a Nursery with poly agree facility to germinate several rare phylum of ornamental and medicinal plants

Evaluative Report of the Departments

1. Name of the department : **Zoology**
2. Year of Establishment : **1970**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : **U.G - Three Years (Hons.)**
4. Names of Interdisciplinary courses and the departments/units involved : **Chemistry & Botany**
5. Annual/ semester/choice based credit system (programme wise) : **U.G. - (Annual),**
6. Participation of the department in the courses offered by other departments : **Conducts subsidiary papers in faculty of Science.**
7. Courses in collaboration with other universities, industries, foreign institutions, etc. : **Nil**
8. Details of courses/programmes discontinued (if any) with reasons : **Nil**
9. Number of Teaching posts

	Sanctioned	Filled
Professor	Nil	Nil
Associate professor	Nil	Nil
Asst. professor	02 (two)	01 (one)

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Umesh Kumar Roy	M.Sc., Ph.D	Assistant Professor	Fishreries	08 Yrs.	Nil

11. List of senior visiting faculty :
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : **30%**
13. Student -Teacher Ratio (programme wise) : **200:1**
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **One IVth. Grade staff to support the department and one lab. technician.**
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG. : **Ph.D - 01**
16. Number of faculty with ongoing projects from
 - a) National : **Nil**
 - b) International funding agencies and grants received : **Nil**
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : **Nil**
18. Research Centre /facility recognized by the University : **Yes**
19. Publications: :
 - * Publication per faculty : **Nil**
 - * Number of papers published in peer reviewed journals (national / international) by faculty and students : **Nil**
 - * Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) : **Nil**
 - * Monographs : **Nil**
 - * Chapter in Books :
 - * Books Edited : **Nil**
 - * Books with ISBN/ISSN numbers with details of publishers : **Nil**
 - * Citation Index : **Nil**

- * SNIP : Nil
- * SJR : Nil
- * Impact factor : Nil
- * h-index : Nil

20. Areas of consultancy and income generated : Nil

21. Faculty as members in

- a) National committees : None
- b) International Committees : None
- c) Editorial Boards. : None

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme : Nil
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies : Nil

23. Awards / Recognitions received by faculty and students : Nil

24. List of eminent academicians and scientists / visitors to the department :

25. Seminars/ Conferences/Workshops organized & the source of funding

- a) National : Nil
- b) International : Nil

26. Student profile programme/course wise :

Academic Year 2014-15

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			M	F	
B.Sc.(Zoo. Hons.) Part-I	270	124	102	22	92%
B.Sc.(Zoo. Hons.) Part-II	175	171	141	30	95%
B.Sc.(Zoo. Hons.) Part-III	175	170	140	30	98%

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
U.G	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? : **Data Not Available**

29. Student progression

Student progression	Against % enrolled
UG to PG	70%
PG to M.Phil.	Data Not Available
PG to Ph.D.	20%
Ph.D. to Post-Doctoral	Data Not Available
Employed	
• Campus selection	Nil
• Other than campus recruitment	Data Not Available
Entrepreneurship/Self-employment	20%

30. Details of Infrastructural facilities

- a) Library : **Available (College Central Library)**
- b) Internet facilities for Staff & Students: **Yes**
- c) Class rooms with ICT facility : **Limited class rooms are equipped with ICT facilities.**
- d) Laboratories : **Available**

31. Number of students receiving financial assistance from college, university, government or other agencies :

- **Needy students are given either free studentship or help from poor boy's fund.**
- **Government Scholarship to SC, ST, EBC, BCW and minority students.**

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts : **Special Lectures, Seminars, Quiz and Workshop on innovative concepts are organised on regular basis in the department. Training of soft skills are also provided to students.**

33. Teaching methods adopted to improve student learning
* **Smart Class**

- * **Group Discussion**
- * **Power point presentation**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities : **Through Scout Guide, Sports and extension activities through NSS unit of College.**
35. **SWOC** analysis of the department and Future plans :

Strength:

- The department has well established teaching facilities with modern infrastructure .
- Qualified and experienced faculty
- Departmental Seminars are conducted
- Discipline

Weakness:

- The dept., lacks, of Teaching Staff and other supporting staff.
- Irregular attendance of students

Challenge:

- To providing more industrial exposure to students.
- A Central institutional facility to be established.
- To generate the internal resources of the department.
- Communication skill among the students coming from rural background to be developed.

Future Plan:-

- a) To procure advanced Technology for Theory & Practical Classes.

Evaluative Report of the Departments

1. Name of the department : **Mathematics**
2. Year of Establishment : **1970**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : **U.G - Three Years (Hons.)**
4. Names of Interdisciplinary courses and the departments/units involved : **Physics, Chemistry**
5. Annual/ semester/choice based credit system (programme wise) : **U.G. - (Annual),**
6. Participation of the department in the courses offered by other departments : **Conducts subsidiary papers in faculty of Science.**
7. Courses in collaboration with other universities, industries, foreign institutions, etc. : **Nil**
8. Details of courses/programmes discontinued (if any) with reasons : **Nil**
9. Number of Teaching posts

	Sanctioned	Filled
Professor	Nil	Nil
Associate professor	Nil	Nil
Asst. professor	03 (Three)	01 (one)

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Sunil Kumar	M.Sc. , Ph.D.	Associate Professor	Hydromechanics and	30 Yrs.	Nil

			Quantum Mechanics		
Prof. Rameshwar Singh	M.Sc.	Assistant Professor		26 Yrs.	Nil

11. List of senior visiting faculty :
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : **100%**
13. Student -Teacher Ratio (programme wise) : **300:1**
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **One IVth. Grade staff to support the department and one lab. technician.**
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG. : **Ph. D - 01**
16. Number of faculty with ongoing projects from
 - a) National : **Nil**
 - b) International funding agencies and grants received : **Nil**
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : **Nil**
18. Research Centre /facility recognized by the University : **No**
19. Publications: :
 - * Publication per faculty : **05**
 - * Number of papers published in peer reviewed journals (national / international) by faculty and students : **05**
 - 01. On the wronskiandifferent equations**
 - 02. On the linear Independence ... difference equations**
 - 03. On some theorems ... differential equations**
 - 04. A theorem regarding .. differential equations**
 - 05. On a theorem concerning ... differential equations.**
 - * Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) : **Nil**

- * Monographs : Nil
- * Chapter in Books : Nil
- * Books Edited : Nil
- * Books with ISBN/ISSN numbers with details of publishers : Nil
- * Citation Index : Nil
- * SNIP : Nil
- * SJR : Nil
- * Impact factor : Nil
- * h-index : Nil

20. Areas of consultancy and income generated : Nil

21. Faculty as members in

- a) National committees : None
- b) International Committees : None
- c) Editorial Boards. : None

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme :100%
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies : Nil

23. Awards / Recognitions received by faculty and students : Nil

24. List of eminent academicians and scientists / visitors to the department :

25. Seminars/ Conferences/Workshops organized & the source of funding

- a) National : Nil
- b) International : Nil

26. Student profile programme/course wise :

Academic Year 2014-15

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			M	F	
B.Sc. (Math Hons.) Part-I	300	168	135	33	98%
B.Sc. (Math Hons.) Part-II	245	245	197	48	99%
B.Sc. (Math Hons.) Part-III	122	122	98	24	100%

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
U.G	80%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? : **Data Not Available**

29. Student progression

Student progression	Against % enrolled
UG to PG	50%
PG to M.Phil.	Data Not Available
PG to Ph.D.	5%
Ph.D. to Post-Doctoral	Data Not Available
Employed	
• Campus selection	Nil
• Other than campus recruitment	Data Not Available
Entrepreneurship/Self-employment	30%

30. Details of Infrastructural facilities

- Library : **Available (College Central Library)**
- Internet facilities for Staff & Students: **Yes**
- Class rooms with ICT facility : **Limited class rooms are equipped with ICT facilities.**
- Laboratories : **Available**

31. Number of students receiving financial assistance from college, university, government or other agencies :

- **Needy students are given either free studentship or help from poor boy's fund.**
- **Government Scholarship to SC, ST, EBC, BCW and**

minority students.

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts : **Special Lectures, Seminars, Quiz and Workshop on innovative concepts are organised on regular basis in the department. Training of soft skills are also provided to students.**
33. Teaching methods adopted to improve student learning
 - * **Smart Class**
 - * **Group Discussion**
 - * **Power point presentation**
34. Participat4ion in Institutional Social Responsibility (ISR) and Extension activities : **Through Scout Guide, Sports and extension activities through NSS unit of College.**
35. **SWOC** analysis of the department and Future plans :

Strength: Dedicated and qualified faculty and almost satisfactory infrastructure facility.

Weakness: More Computers required to make student and computer ratio 1:1

Opportunities: students passed out with good results in Mathematics honours from this department get opportunity for higher studies in various fields like pure, applied mathematics in different universities and institutes.

Challenges: With all the limitation our faculty work hard and trying their best for the benefit of the students. Our challenge is to work hard with a smiling face for all the students for their bright future. We are always ready to assist the students academically to reach their goal.

Future Plans:

- Upgradation of the computer laboratory to make student and computer ratio 1:1
- Bring more Research Projects in the department
- Organize national seminars

Evaluative Report of the Departments

1. Name of the department : **Computer Applications**
2. Year of Establishment : **2005**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):
UG – Semester System
4. Names of Interdisciplinary courses and the departments/units involved : **English, Maths**
5. Annual/ semester/choice based credit system (programme wise) **(Semester System)**
6. Participation of the department in the courses offered by other departments : **No**
7. Courses in collaboration with other universities, industries, foreign institutions, etc. : **Nil**
8. Details of courses/programmes discontinued (if any) with reasons : **Nil**
9. Number of Teaching posts

	Sanctioned	Filled
Professor	Nil	Nil
Associate professor	Nil	Nil
Asst. professor	Self financing	02 (Two) Contractual

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
	MCA	Faculty		10 Yrs.	Nil

		Member			
	MCA	Faculty Member		09 Yrs.	Nil

11. List of senior visiting faculty :
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : **70%**
13. Student -Teacher Ratio (programme wise) **45:1**
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **Technical – 02, Adm. Staff - 02**
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG. : **PG Holder**
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received : **Nil**
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : **Nil**
18. Research Centre /facility recognized by the University : **Nil**
19. Publications:
 - * Publication per faculty : **Nil**
 - * Number of papers published in peer reviewed journals (national / international) by faculty and students: **Nil**
 - * Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) : **Nil**
 - * Monographs : **Nil**
 - * Chapter in Books : **Nil**
 - * Books Edited : **Nil**
 - * Books with ISBN/ISSN numbers with details of publishers : **Nil**
 - * Citation Index : **Nil**
 - * SNIP : **Nil**
 - * SJR : **Nil**
 - * Impact factor : **Nil**
 - * h-index : **Nil**

20. Areas of consultancy and income generated : **Training for computer awareness**
21. Faculty as members in
 a) National committees : **Nil**
 b) International Committees c) Editorial Boards : **Nil**
22. Student projects
 a) Percentage of students who have done in-house projects including inter departmental/programme : **Nil**
 b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies : **Nil**
23. Awards / Recognitions received by faculty and students : **Nil**
24. List of eminent academicians and scientists / visitors to the department : **Nil**

d

25. Seminars/ Conferences/Workshops organized & the source of funding
 a) National : **Nil**
 b) International : **Nil**
26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			M	F	
BCA –I Sem	210	90	83	17	95%
BCA –II Sem	90	90	80	17	85%
BCA -V & VI (Sem.)	90	90	80	17	85%

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
BCA- I & II (Sem.)	100%	Nil	Nil
BCA -III & IV (Sem.)	100%	Nil	Nil
BCA- V & VI (Sem.)	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? : **Data not available**
29. Student progression

Student progression	Against % enrolled
UG to PG	60%
PG to M.Phil.	Data not available
PG to Ph.D.	Data not available
Ph.D. to Post-Doctoral	Data not available
Employed	
<ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	<p>Nil</p> <p>Data not available</p>
Entrepreneurship/Self-employment	Data not available

30. Details of Infrastructural facilities
- a) Library :**Yes**
- b) Internet facilities for Staff & Students: **Yes**
- c) Class rooms with ICT facility :**Yes**
- d) Laboratories :**Yes**
31. Number of students receiving financial assistance from college, university, government or other agencies: **50%**
32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts: **Special lectures are organized on regular basis by visiting resource persons.**
33. Teaching methods adopted to improve student learning : **Extra Practical**
34. Participat4ion in Institutional Social Responsibility (ISR) and Extension activities : **Through NSS unit & basic computer literacy organizing by dept.**
35. **SWOC** analysis of the department and Future plans
Strengths: The department has 10 numbers of computers to facilitate the students with practical knowledge. The students are imparted lectures with audio visual aids.
Weaknesses: Department needs more software and laboratory equipments.
Opportunities: The department supports other computer related activities of the college.
Future plans: There are plans to offer more new course from the department.

Evaluative Report of the Departments

1. Name of the department : **Business Administration**
2. Year of Establishment : **2005**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):
UG – Annual
4. Names of Interdisciplinary courses and the departments/units involved : **Science, Economics, BCA, Maths**
5. Annual/ semester/choice based credit system (programme wise)
Annual
6. Participation of the department in the courses offered by other departments : **No**
7. Courses in collaboration with other universities, industries, foreign institutions, etc. : **Nil**
8. Details of courses/programmes discontinued (if any) with reasons : **Nil**
9. Number of Teaching posts

	Sanctioned	Filled
Professor	Nil	Nil
Associate professor	Nil	Nil
Asst. professor	Self financing	02 (Two) Contractual,

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years

	M.A., Ph.D	Assist. Professor		38 Yrs.	02
	M.Com., Ph.D	Assist. Professor		12 Yrs.	02

11. List of senior visiting faculty :
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : **100%**
13. Student -Teacher Ratio (programme wise) : **5:1**
14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: **Technical – 02, Adm. Staff – 01, Academic : 01**
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG. : **Ph.D - 02**
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received : **Nil**
17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : **Self Finance**
18. Research Centre /facility recognized by the University : **Nil**
19. Publications:
 - * Publication per faculty : **Nil**
 - * Number of papers published in peer reviewed journals (national / international) by faculty and students: **Nil**
 - * Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) : **Nil**
 - * Monographs : **Nil**
 - * Chapter in Books : **Nil**
 - * Books Edited : **Nil**
 - * Books with ISBN/ISSN numbers with details of publishers : **Nil**
 - * Citation Index : **Nil**
 - * SNIP : **Nil**
 - * SJR : **Nil**
 - * Impact factor : **Nil**
 - * h-index : **Nil**

20. Areas of consultancy and income generated : **Nil**
21. Faculty as members in
 a) National committees : **Nil**
 b) International Committees c) Editorial Boards : **Nil**
22. Student projects
 a) Percentage of students who have done in-house projects including inter departmental/programme : **30%**
 b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies : **Nil**
23. Awards / Recognitions received by faculty and students : **Nil**
24. List of eminent academicians and scientists / visitors to the department : **Nil**
- d
25. Seminars/ Conferences/Workshops organized & the source of funding
 a) National : **Nil**
 b) International : **Nil**
26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			M	F	
BBA –I Sem &II Sem	22	22	16	6	100%
BBA–III & IV(Sem)	22	22	16	17	100%
BBA -V & VI (Sem.)	22	22	16	17	100%

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
BBA –I Sem &II Sem	100%	Nil	Nil
BBA–III & IV(Sem)	100%	Nil	Nil
BBA -V & VI (Sem.)	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? : **Data not available**

29. Student progression

Student progression	Against % enrolled
UG to PG	60%
PG to M.Phil.	Data not available
PG to Ph.D.	Data not available
Ph.D. to Post-Doctoral	Data not available
Employed	
<ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	<p>Nil</p> <p>Data not available</p>
Entrepreneurship/Self-employment	Data not available

30. Details of Infrastructural facilities

- a) Library :**Yes**
- b) Internet facilities for Staff & Students: **Yes**
- c) Class rooms with ICT facility :**Yes**
- d) Laboratories :**Yes**

31. Number of students receiving financial assistance from college, university, government or other agencies: **Nil**

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts: **Nil**

33. Teaching methods adopted to improve student learning : **Extra Practical**

34. Participat4ion in Institutional Social Responsibility (ISR) and Extension activities : **Through NSS unit**

35. **SWOC** analysis of the department and Future plans

<p>Strength:</p> <ol style="list-style-type: none"> 1. Disciplined Students 2. Audio-Video mode of teaching 3. Admission on basis of merit <p>Weakness:</p> <ol style="list-style-type: none"> 1. Irregular attendance of students 2. Lack of employment 3. Shortage of teachers 4. Separate building needed. <p>Future Plans:</p> <ol style="list-style-type: none"> 1. To orgnise seminars 2. To invite more senior teachers 	<p>Opportunities:</p> <ol style="list-style-type: none"> 1. Self employment 2. Campus Selection 3. Coaching 4. Net coaching <p>Challenges:</p> <ol style="list-style-type: none"> 1. Separate Administrative 2. Separate Department 3. Boys Hostel 4. Girls Hostel 5. Conference Hall
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F. ANNEXURES

Annexure – I : Certificate of Compliance.

Annexure – II : Declaration by the Head of the Institution.

Annexure – III: Attested copy of Certificate of Validation of Affiliation of Courses taught in college by the approval of V.K.S.U, Ara.

Annexure – VI : Attested Copy of certificate of recognition U/S 2(f) & 12B of UGC.

Annexure – V :Copy of grant sanction letter under UGC XIIth. Plan.

Annexure –VI: IEQA Evaluation Result

Annexure –VII: IEQA Report

Annexure –VIII: LoI Report



Estb. : 1970

SACHCHIDANAND COLLEGE, SHAHMAL KHAIRA DEO

(A Constituent Unit of Veer Kunwar Singh University, Ara)

P.O-Balthari, Dist- Rohtas (BIHAR), PIN – 804453

Telephone No. : 06184 266422

Mobile No. : +91-9431075806, 9572140780

Website : www.sncollegeshahmalkhairadeo.org

Email ID : sncollege1504@gmail.com

OFFICE OF THE PRINCIPAL

Date: 20.02.2016

Certificate of Compliance

(Affiliated/Constituent/Autonomous Colleges and Recognized Institutions)

This is to certify that SACHCHIDANAND COLLEGE, SHAHMAL KAIRA DEO (ROHTAS) fulfils all norms

1. Stipulated by the affiliating University A Constituent Unit of Veer Kunwar Singh University, Ara
and
2. Regulatory Council/Body [such as UGC, NCTE, AICTE, MCI, DCI, BCI, etc] **Recognised U/S 2(f) & 12B of UGC act 1956.**
and
3. The affiliation and recognition [if applicable] is valid as on date.
Permanent Affiliation till date (Academic year 2015-16)

In case the affiliation / recognition is conditional, then a detailed enclosure with regard to compliance of conditions by the institution will be sent. **N/A**

It is noted that NAAC's accreditation, if granted, shall stand cancelled automatically, once the institution loses its University affiliation or Recognition by the Regulatory Council, as the case may be.

In case the undertaking submitted by the institution is found to be false then the accreditation given by NAAC is liable to be withdrawn. It is also agreeable that the undertaking given to NAAC will be displayed on the college website.

Prof. Ram Ashish Roy

Principal / Head of the Institution

(Name and Signature with Office seal)

Place: **Shahmal Kaira Deo**

Date: **20.02.2016**

Principal
S.N. College Shahmal
Khairadeo (Rohtas)



Estb. : 1970

SACHIDANAND COLLEGE, SHAHMAL KHAIRA DEO

(A Constituent Unit of Veer Kunwar Singh University, Ara)

P.O-Balthari, Dist- Rohtas (BIHAR), PIN – 804453

Telephone No. : 06184 266422

Mobile No. : +91-9431075806, 9572140780

Website : www.sncollegeshahmalkhairadeo.org

Email ID : sncollege1504@gmail.com

OFFICE OF THE PRINCIPAL

Date: 20.02.2016

Declaration by the Head of the Institution


I certify that the data included in this Self-study Report (SSR) are true to the best of my knowledge.

This SSR is prepared by the institution after internal discussions, and no part thereof has been outsourced.

I am aware that the Peer team will validate the information provided in this SSR during the peer team visit.

Place: **Shahmal Kaira Deo**

Date: **20.02.2016**


(**Prof. Ram Ashish Roy**)
Principal
S.N. College, Shahmal
Khairadeo (Rohtas)



वीर कुँवर सिंह विश्वविद्यालय, आरा
VEER KUNWAR SINGH UNIVERSITY, ARA
(BIHAR), PIN- 802301

Office of the Registrar

Fax No. - 06182-239209

Ref. No.:

Dt:/...../2015

TO WHOM IT MAY CONCERN

This is to Certify that SACHIDANAND COLLEGE, Shahmal Khaira Deo, ROHTAS (BIHAR) a **Constituent unit of Veer Kunwar Singh University, Ara**, recognized by UGC under section 2(f) and 12B of UGC act 1956 and is affiliated to teach following subjects (Note: Earlier this college was under affiliation of Magadh University, Bodh-Gaya since 1970-92.)

Sl No	Name of the Course(s) and Duration	Affiliation		Period of Validity for the year(s)
		Permane nt	Tempora ry	
(I)	Three years B.A. (Hons.) Courses in English, Hindi, Philosophy, Geography, Economics, History. Political Science & Psychology.	Permanent		----
(II)	Three years B.Sc (Hons.) Courses in Physics, Chemistry, Mathematics, Botany & Zoology	Permanent		----
(III)	B.C.A, BBA (Self Finance Vocational Degree Courses.)	Permanent		----
(IV)	Three years B.A (Gen.) & B.Sc. (Gen.)	Permanent		---
(V)				---

Anil Singh
06/10/2015
Registrar
(with Seal and Signature) Registrar
V.K.S.U. ARA.

Ph. 23236351, 23232701, 23237721
23234116, 23235733, 23232317
23236735, 23239437, 23239627

Extension No. 413 (CPP-I Colleges)
UGC Website: www.ugc.ac.in

विश्वविद्यालय अनुदान आयोग
बहादुरशाह जफर मार्ग
नई दिल्ली-110 002
UNIVERSITY GRANTS COMMISSION
BAHADURSHAH ZAFAR MARG
NEW DELHI-110 002

ज्ञान-विज्ञान विगुवतये
SPEED POST

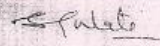
F. No. 1-1/2004 (CPP-I/C) April, 2011


The Principal,
Sachchidanand College,
Shahmal Khaira – Deo,
Dist. Rohatas,
Bihar.

Sub: - Recognition of Sachchidanand College, Shahmal Khaira – Deo, Dist. Rohatas,
(Bihar) under Section 2 (f) & 12 (B) of the UGC Act, 1956.

Sir,

With reference to your letter dated 20.04.2011 on the above subject I am directed to say that the name of Sachchidanand College, Shahmal Khaira – Deo, Dist. Rohatas, (Bihar), established in the year of 1970, affiliated to Veer Kunwar Singh University is included in the list of Colleges maintained under Section 2 (f) & 12 (B) of the UGC Act, 1956 under the head 'Government College teaching upto Under Graduate Degree'. The College is also eligible to receive Central assistance under Section 12 (B) of the UGC Act.

Yours faithfully,

(Sunita Gulati)
Section Officer

Attested

PRINCIPAL
S.N. College, Sahm
Khairadeo (Rohatas)

SACHCHIDANAND COLLEGE (SELF STUDY REPORT) - 2016



**UNIVERSITY GRANTS COMMISSION
EASTERN REGIONAL OFFICE
LB 8 Sector III Salt Lake, Kolkata 700 098**

No. BVK9-011/12-13

(ERO) ID No. BVK9-011

Date: 28-Mar-14

The Accounts Officer,
University Grants Commission,
Eastern Regional Office, Kolkata 700 098

S.No. 221449

united

Sub : Release of Grant-in-Aid during the Current financial year (2013-14), during XIth Plan, to
Sachidanand College

Sir/Madam,

I am directed to convey the sanction of the Commission for payment of Rs. **989243** towards the scheme **XIth Plan College Development** to the Principal, **Sachidanand College** for the Plan expenditure to be incurred during the current financial year as per details given below:

Purpose of the grant	Approved allocation (Rs.)	Amount already sanctioned (Rs.)	Amount being sanctioned now (Rs.)	Total grant including the grant now being sanctioned (Rs.)
Undergraduate				
Plan Block Grant				
Plan Block Grant-Head-31	674622	0	269848	269848
Plan Block Grant-Head-35	2698488	360000	719395	1079395
Total			989243	

The College is requested to note:

- A. SC concentrated district: SC-15%, ST-7.5%, General (including Minorities)-77.5%
- B. ST concentrated district: ST-15%, SC-7.5%, General (including Minorities)-77.5%
- C. General district: General-77.5%, SC-15% and ST-7.5%
- D. No photocopy of bills/vouchers or the originals and detailed list of purchases should be sent with the accounts submitted unless specifically called for.

2. The sanctioned amount is debitable to Head 1.B.(i)b and valid for payment during the financial year 2013-14 only
3. The amount of the grant shall be drawn by the Accounts Officer (Drawing and Disbursing Officer), University Grants Commission on the Grant-in-Aid bill and shall be disbursed to and credited to grantee as above through Electronic mode as per the following details:

(a) Details (Name & Address) of Account Holder:
Principal,

Sachidanand College
Shahmal Rohtas
Bihar 804453

(b) Account No.: 11448332301

(c) Name & Address of Branch: State Bank of India, Kochas, Rohtas

(d) MICR Code of Branch: 821002702

(e) IFSC Code: SBIN0002965

(f) Type of Account: SB/Current/Cash Credit

4. The grant is subject to the adjustment on the basis of Utilisation Certificate in the prescribed proforma submitted by the University/College/Institution.
5. The University/College shall maintain proper accounts of the expenditure out of the grant which shall be utilised only on approved items of expenditure
6. The University/Institution may follow the General Financial Rules, 2005 and take urgent necessary action to amend their manuals of financial procedures to bring them in conformity with GFRs, 2005 and those don't have their own approved manuals on financial procedures may adopt the provisions of GFRs, 2005 and instructions/Guidelines there under from time to time.
7. The Utilisation Certificate to the effect that the grant has been utilised for the purpose for which it has been sanctioned shall be furnished to the University Grants Commission as early as possible after the closing of the current financial year
8. The assets acquired wholly or substantially out of the University Grants Commission's grant shall not be disposed or encumbered or utilised for the purpose other than those for which the grant was given, without proper sanction of the University Grants Commission.
9. A register of assets acquired, wholly or substantially out of the grant shall be maintained by the University/College in the prescribed form.
10. The grantee institution shall ensure the utilization of grant-in-aid for which it is being sanctioned/paid. In case of non-utilization/part utilization, the simple interest @10% per annum as amended from time to time on unutilized amount from the date of drawal to the date of refund as per provisions contained in General Financial Rules of Govt. of India will be charged.



NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद

(An Autonomous Institution of the University Grants Commission)

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

IEQA EVALUATION RESULT

DETAILS	RESULT
Track ID	BRCOGN23751
Name Of The College	sachidanand college, Shahmal khaira deo
Address	Shahmal khaira deo, p.o- Balthari, rohtas
E-Mail	sncollege1504@gmail.com
IEQA Submission Date	22/09/2015
IEQA Closing Date	22/09/2015
IEQA Evaluation Status	<p>Congratulations ! You have earned IEQA status . Institution should submit SSR/SAR (5 hard copies and 1 soft copy) within six months from the date of obtaining IEQA Status.</p> <p>Please note that the SSR/RAR uploaded on your institutional website must not be password protected and accessible to public until completion of the A&A process by NAAC. For further details/ instructions on procedures and timelines for processing A&A applications kindly visit our website: www.naac.gov.in</p> <p>Note :</p> <p>a) No Separate intimation will be mailed on the above matter.</p> <p>b) Ensure submission of the SSR in the correct and applicable format. Please use the NAACs Manual for Self Study applicable to your institution.</p> <p>c) The Institutions are hereby advised to upload information on All India Survey of Higher Education in MHRD website (http://aishe.gov.in) under intimation to NAAC. At the time of submission of SSR/RAR to NAAC, institutions have to submit the documentary proof of uploading the AISHE information</p> <p>Please note that a copy of IEQA application submitted by college is to be annexed to SSR/SAR so that peer team can verify the data</p> <p>Kindly note: SSR/SAR should be submitted by post/courier only. SSR/SAR will not be accepted by hand in NAAC office.</p>

Track ID-BRCOGN23751

**College Name-sachidanand
college, Shahmal khaira deo**

Page 1 of 3

IEQA SUBMISSION DATE-22/09/2015

**INSTITUTIONAL ELIGIBILITY FOR QUALITY ASSESSMENT(IEQA)
QUESTIONNAIRE**

1 COLLEGE DETAILS			
Name of the college	sachidanand college, Shahmal khaira deo	Year of establishment	1970
Location of the college	RURAL		
2 ADDRESS			
Address	Shahmal khaira deo, p.o- Balthari, rohtas	City	Other
State	Bihar	Pin Code	804453
Website	www.sncollegeshahmalkhairadeo.org	E-Mail	sncollege1504@gmail.com
Phone STD Code	06184	Phone No	266422
Fax STD Code	06184	Fax	266422
3 HEAD OF THE INSTITUTION			
Name	Prof. RAM ASHISH ROY	Designation	principal-in- charge
Status of appointment	TEMPORARY		
4 CONTACT DETAILS OF HEAD OF THE INSTITUTION			
Phone std code	06184	Phone number	266422
Fax std code	06184	Fax	266422
Mobile	+919431075806	E-Mail	sncollege1504@gmail.com
5 DOES THE COLLEGE FUNCTION FROM			
a. MAIN CAMPUS			
	AREA OF THE CAMPUS IN ACRES	TOTAL BUILT UP AREA IN sq.m.	
OWN BUILDINGS	15.0	13935.456	
RENTED BUILDINGS	0.0	0.0	
b. SATELLITE CAMPUS			
	AREA OF THE CAMPUS IN ACRES	TOTAL BUILT UP AREA IN sq.m.	
OWN BUILDINGS	0.0	0.0	
RENTED BUILDINGS	0.0	0.0	
6 NAME OF THE UNIVERSITIES TO WHICH THE COLLEGE IS AFFILIATED OR CONSTITUENT			
University1	Veer Kunwar Singh University, Arrah	Other	
Nature of relationship with the university	CONSTITUENT	If affiliated, status of affiliation	
University2		Other	
Nature of relationship with the university		If affiliated, status of affiliation	
University3		Other	
Nature of relationship with the university		If affiliated, status of affiliation	
7 STATUTORY PROFESSIONAL REGULATORY COUNCIL(S)			
Does the college offer any programme recognized by any Statutory Professional Regulatory Council(s)?			no
Programmes offered		Name of the Regulatory Council(s)	
8 COLLEGE FUNCTIONING			
Type of college	CO-EDUCATION	Time of functioning	DAY COLLEGE
Nature of funding	GRANT-IN-AID	Management	UNIVERSITY
9 MANAGEMENT/TRUST DETAILS			
Name of the Management		Recognition under Ugc Act.1956	2f & 12b

SACHCHIDANAND COLLEGE (SELF STUDY REPORT) - 2016

Track ID-BRCOGN23751

College Name-sachidanand college, Shahmal khaira deo

Page 2 of 3

10 MANAGEMENT/TRUST OF THE COLLEGE IS REGISTERED UNDER									
Society's registration Act of 1960	no			Relevant Act of the respective state Govt.	yes				
Any other (please specify)									
11 NUMBER OF DEGREES OFFERED BY THE COLLEGE									
UG	18			PG	0				
Research	0			Others	0				
Total	18								
12 DETAILS OF DEGREES OFFERED (B.A., M.A., B.Com., M.Com., B.Sc., M.Sc., M.Phil., Ph.D., etc.)									
Arts	B.A (HONS.), B.A. (GEN.)			Comerce					
Science	B.SC. (HONS.), B.SC.(GEN.)			Education					
Health Science				Engineering & Technology					
Management	BBA			Others	BCA				
Is the college opting for Assesment & Accreditation of Teacher Education department separately?									
no									
Is the college opting for Assesment & Accreditation of Physical Education department separately?									
no									
Number of departments									
16									
13 TOTAL NUMBER OF STUDENTS (EXCLUDING THOSE IN SELF-FINANCING PROGRAMMES)									
	UG		PG		M.Phil/Ph.D		Value Added Courses (Certificate/Diploma)		
	Male	Female	Male	Female	Male	Female	Male	Female	
General	354	232	0	0	0	0	0	0	
SC/ST	335	95	0	0	0	0	0	0	
OBC	1623	882	0	0	0	0	0	0	
Total	2312	1209	0	0	0	0	0	0	
Grand Total	3521								
14 TOTAL NUMBER OF STUDENTS IN SELF-FINANCING PROGRAMMES									
	UG		PG		M.Phil/Ph.D		Value Added Courses (Certificate/Diploma)		
	Male	Female	Male	Female	Male	Female	Male	Female	
General	0	0	0	0	0	0	0	0	
SC/ST	0	0	0	0	0	0	0	0	
OBC	0	0	0	0	0	0	0	0	
Total	0	0	0	0	0	0	0	0	
Grand Total	0								
Total number of students in the college			3521						
15 NUMBER OF TEACHING, TECHNICAL AND ADMINISTRATIVE STAFF									
	Permanent		Temporary		Total				
	Male	Female	Male	Female	Male	Female			
Teachers with PG	2	0	30	0	32	0			
Teachers with M.Phil.	0	0	0	0	0	0			
Teachers with Ph.D	4	1	0	0	4	1			
Teachers with NET/SLET	0	0	0	0	0	0			
Technical staff	0	0	6	0	6	0			
Administrative staff	15	0	0	0	15	0			
Support staff	10	2	0	0	10	2			
Total no. of teachers	6	1	30	4	36	5			
16 SUPPORT SERVICES									
Number of titles of books				12000					
Number of journals				10					
Number of e-resources				10					
Does the college have a registered Alumni Association?				no					
Does the college have a functional Placement Cell?				yes					
17 UNIT COST OF EDUCATION									
Unit Cost=Total annual expenditure divided by no. of students enrolled				15000.0					

SACHCHIDANAND COLLEGE (SELF STUDY REPORT) - 2016

Track ID-BRCOGN23751

College Name-sachidanand
college, Shahmal khaira deo

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Unit cost calculated excluding salary component	1000.0
18 MENTION FIVE ACADEMIC MILESTONES OF THE COLLEGE	
First	TRAINING OF SCOUT & GUIDE STARTED W.E.F. 2015.
Second	ONLY CONSTITUENT COLLEGE FOR IMPARTING HIGHER EDUCATION TO LOCAL RURAL YOUTH IN RADIUS OF 40 KM.
Third	EDUCATION MINISTER OF BIHAR P.K. SHAHI VISITED COLLEGE AND INITIATED PLANTATION PROGRAMME UNDER SAVE ENVIRONMENT MISSION.
Fourth	A LARGE LEVEL HEALTH CAMP ORGANIZED IN COLLEGE TO AWARE LOCAL VILLAGERS WITH SEVERAL HEALTH & HYGIENE ISSUES ON OCTOBER- 2014.
Fifth	ONLINE ADMISSION FACILITY STARTED FROM ACADEMIC YEAR 2014.
Section 2: Institutional Data Questionnaire	
1. The college has in place a structured internal quality assurance system for ensuring continuous quality monitoring or improvement	YES
2. Library has reading room facilities for students and faculty separately	YES
3. The college uses the students feedback for analysis and improvement purposes	YES
4. Basic computer literacy is ensured for all students in a structured way such as add on courses	YES
5. The college provides financial aid to at least 10% of the general category students	YES
6. The college has a mechanism for counselling students	YES
7. An annual in-house academic calendar is prepared and implemented by the college	YES
8. The college has a mechanism for addressing grievances of students and staff	YES
9. The college promotes scholarly activities of the faculty beyond the syllabus	YES
10. Internet facility is available in the college for faculty and students	YES
11. The college campus is differently-abled friendly	YES
12. The college has a formal mechanism to promote research activities of its students and faculty.	YES
13. The college has adequate sports facility	YES
14. The college has developed a short term and a long term plan for its development and growth	YES
15. Percentage of classrooms equipped with LCD projector	25-50%
16. Percentage of teachers using audio-visual aids including computer-aided teaching	20-40%
17. The average number of extension activities organised by the college during the last four years	>6
18. Average percentage utilization of annual allocated funds for the last four years	>75%
19. Maintenance expenditure on infrastructure as percentage of the total annual budget	2-4%
20. Average pass percentage of graduating students	>70%
21. Computer students ratio	1:30-1:60
22. Percentage of faculty benefitted from UGC and other staff development programmes (average of last four years)	5-10%
23. Percentage of permanent teachers with Ph.D. qualification	>40%
24. Percentage of classes taught by guest faculty or temporary teachers	<20%
25. Students teacher ratio	>50:1
26. Percentage of faculty positions filled against sanctioned posts	<60%
27. Number of add-on courses conducted by the college	<3
28. Awards received by the students in sports and cultural activities in the last four years	State or University Level
29. Percentage of teachers having on-going or completed research projects in the last four years	10-25%
30. Number of academic seminars or conferences or workshops that the college has organized (average of last four years)	2-4
31. Number of Journals subscribed in the library National or International	10-20
32. Percentage of students admitted against the reservation category as per Government of India norms	>75%
Certificate	
This is to certify that the information given in the IEQA application is true to the best of my knowledge and ability and if the same is found to be false or misleading, I authorize NAAC to initiate any action which it deems fit including withholding the outcome of the Peer Team Visit.	



NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद

(An Autonomous Institution of the University Grants Commission)

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

	LOI submitted date	09/02/2015
	Track id	BRCOGN23751
1	Process and Cycle	ACCREDITATION, Cycle: 1
2	Institution Name	SACHIDANAND COLLEGE, SHAHMAL KHAIRA DEO
3	Name of the Head of the Institution	PROF.RAM ASHISH ROY
3a	Designation	PRINCIPAL-IN- CHARGE
4	Address	SHAHMAL KHAIRA DEO, P.O- BALTHARI, ROHTAS
	City	SHAHMAL KHAIRA DEO
	State	BIHAR
	Pin code	804453
	Phone no.	06184 266422
	Mobile no	9431075806 9572140780
	Fax	06184 266422
	Email	sncollege1504@gmail.com krsunil1959@gmail.com
	Website	www.sncollegeshahmalkhairadeo.org
5	Date of Establishment	01/07/1970
5a	Have two batches of students graduated from the college	Yes
6	Is the College recognized under section 2f of UGC act?	Yes
6a	Date of Recognition by UGC under 2f	20/04/2011
	Uploaded UGC 2f certificate	2(F) CERTIFICATE.PDF

7	Is the College recognized under section 12B of UGC act?	Yes
7a	Date of Recognition by UGC under 12(B)	20/04/2011
	Uploaded UGC 12B certificate	12B CERTIFICATE.PDF
7b	Name of the university to which the college is Affiliated or of which the college is Constituent	VEER KUNWAR SINGH UNIVERSITY, ARRAH
	State in which affiliating university is located	BIHAR
	Type Of Affiliation	PERMANENT
	Uploaded Certificate	LATEST AFFILIATION CERTIFICATE SUB. TAUGHT.PDF
7c	If the institution is not affiliated to a university, does it offer any programmes recognized by any Statutory Professional Regulatory (SPR) Council which is equivalent to a post graduate programme of a university	No
	Name of the Programmes	
	Name of SPR Council recognizing it	
	Equivalent University degree	
8a	Is the institution recognised as an Autonomous College by the UGC?	No
	Autonomous Date	
	Uploaded Certificate	
8b	Is the institution recognised as College with 'Potential for Excellence(CPE)' by the UGC	No
	CPE Date	

	Uploaded Certificate	
8c	Is the college offering any programmes by any Statutory Regulatory Authority(SRA)?	No
	Statutory Regulatory Bodies	
9a	Nature of the college	GOVERNMENT
9b	Number of degrees offered	Certificate: : Diploma: : UG: :17 PG: : PG Diploma recognized by statutory authority: : Research: : Others: :
9c	Details of degrees offered	Arts: :B.A.(HONS.), B.A.(GEN.) Commerce: : Science: :B.SC.(HONS.), B.SC.(GEN.) Education: : Health Sciences: : Engineering and Technology: : Management: : Others: :BCA, BBA
10	Whether Teacher Education / Physical Education department is opting for A&A process separately?	No
11	Total Number of Teaching Staff Non-Teaching Staff Students	15 27 1200
12	Date of establishment of IQAC	

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
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 Karnataka, India
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