

The Annual Quality Assurance Report

2010-2011

(AQAR) of the IQAC

Name of the Institution	KARIM CITY COLLEGE Post : Sakchi, Jamshedpur-831 001 Phones: 0657-2431778, 2423863, Fax : 0657-2430495 e-mail : office@karimcitycollege.org web : www.karimcitycollege.org
Name of the Head of the Institution	Dr.M.Zakaria
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Year of Report	2010-2011

This Annual Quality Assurance Report (AQAR) of the academic Session 2010 -2011 was prepared by the Internal Quality Assurance Cell (AQAC) of the college in consultation with different departments and maintained organizations of the college and based on the feedback and data received from the same such departments and organizations during the course / end of academic year 2010-2011.

In continuation of the previous practices of the IQAC formation and in adherence to the directives of NAAC, the Principal of the college constituted the IQAC team

for the academic Session 2010 – 2011 and delegated the power of quality assurance, academic planning and implementation, infrastructural maintenance and upliftment etc to the IQAC. Like the previous years, the IQAC was also authorized to act as an advisory body – upliftment, stake holder’s satisfaction, quality enhancement and sustenance, societal responsibilities and community oriented services towards which the college is dedicated.

The following was the administrative structure of IQAC during 2010 – 2011.

- | | | |
|----|-----------------------|-------------|
| 1. | Dr. Mohammad Zakaria | Chairperson |
| 2. | Mr.S.M.Yahiya Ibrahim | Coordinator |

Faculty Members

3. Dr. Mushtaque Ahmad
4. Dr. Manzer Hasnain
5. Dr. Indrasen Singh
6. Dr. Aftab Alam Ansari
7. Dr. Hassan Imam
8. Mr. Md. Reyaz
9. Mr. Anwar Shahab
10. Dr. Tufail Ahmad
11. Mr. Moiz Ashraf
12. Mr. S.Badre Ahmad

Administrative Staff

- | | | |
|-----|----------------------|-----------------|
| 13. | Dr. Safiullah Ansari | Bursar |
| 14. | Mr. Wasi Hammad | Section Officer |
| 15. | Mr. Jawed Masood | Librarian |

Management Representative

16. Prof.Rashid Alam Ansari

Nominee from Local Society

17. Mr. Aslam Parwez

Office Staff

OFFICE STAFF :

16. Mr. Md. Issa

PART – A

Plan of Action

1. Academic Activities

- To keep on insisting the departments about completion of the syllabi on time and a comprehensive and knowledge based fulfillment of the syllabi.
- To continue the method of internal testing and evaluation in order to make the students, especially the newly inducted students, aware about prevailing pattern of university examination.
- To introduce the concept of student seminars at the departmental level.
- To procure major / minor research projects under UGC.
- Organisation of Seminars, Workshops and Conferences under UGC assistance.
- Seminar lectures under Centre for Academic Development (CAD) of the College.
- To consist the faculty members for participation in Career advancement programmes such as Refresher/ Orientation course and also in seminars and conferences.
- To start fresh admissions in post graduation in Computer Application (MCA) and Mass Communication (MJMC) as allowed by the Kolhan University, Chaibasa in the current session.
- Continuation of Remedial Coaching from SC/ST/OBC (non creamy layer) and Minorities.
- Extension of stipend for students belonging to the BPL category, SC/ST/OBC and Minorities.

Infrastructure

- Establishment of Research corner in the department of Physics, Chemistry, Botany, Zoology.
- Renovation work in science laboratories.
- Installation of one more water cooler on the 3rd floor.
- Purchase of P.A. System for College functions
- Purchase of Audio System for Class rooms.
- Purchase of LCD Projector, Screen etc. for teaching purpose.
- Establishment of Maths Lab.
- Procurement of Teaching Software of French and German for Language Resource Centre (LRC).
- Procurement of Multilingual translation software for LRC.
- Procurement of Projector, Screen and Laptop for LRC.
- To go ahead with the construction of a new computer lab for MCA students and the purchase of furniture, Air Conditioners and Computers for the same.

Extra – Curricular Activities:

- Conducive atmosphere has to be created for encouraging students to participate in different co-curricular activities both within and outside the campus.
- To ensure the participation of the college in different co-curricular activities and competitions at Inter College level.
- To revamp the structure of college's co-curricular wing SPArC (Society from promotion of Art and Culture) in order to ensure more student representation and to ensure intra – forum democracy.
- To continue SATRANG the college literacy and cultural test.
- To publish a news letter of SPArC.
- Participation of NCC cadets at different levels including All India Camps.

- To continue the observance of Communal Harmony Week under the aegis of National Foundation for Communal Harmony by the NSS unit of the college.
- Felicitation of students who performed brilliantly under different roks like Sports, Youth Festival etc.
- Felicitation of rank holders in the university examinations.

Extension Activities:

- To continue the tradition of Blood Donation.
- Educational tours of students of different science subjects and Geography.
- To organize short cultural programmes on the occasion of Independence Day and Republic Day.
- To organize Career Fair under the Career Planning and Guidance Cell of the College with assistance from the Centre for Distance Education of the College.
- To organize some events of NCC and NSS unit of the college
- To organize Graduation night of the students of Vocational Courses.
- To continue the tradition of fee waiving and book bank assistance fro needy students.

PART – B

Plan of Action

1. Activities reflecting the goal and objective of the Institution.

The following activities/ actions/ initiations and decision taken by the college authorities, in consultation with the IQAC, were in adherence to the pro student, pro growth and pro society commitment of the college.

- Admissions in different courses were done in a judicious and transparent reflecting no bias against any individual or community and also reflecting our commitment towards social engineering as the college admission committee ensured a good number of admissions of the students belonging to the weaker section of the society.
- Admission in MCA were done on the basis of a written test and interview in a firm and fair manner.
- Governor Jharkhand Shri M.O.H. Farook visited the college and showed his satisfaction over the work done by the college so far we suggested the college authorities that with such a potential they many dream to become a deemed university in the near future.
- Hons teaching in 5 traditional subjects were started viz English, Hindi, Geography, Bangla and Philosophy from this academic session after a very long wait of several years for the permission of the same from the state government.
- The department of Chemistry celebrated the International year of Chemistry by organizing a city level student seminar and a UGC sponsored national seminar.
- The department of English, rejuvenated with the permission of Hons. teaching, organized its student seminar and one UGC sponsored National Seminar.

- The Department of Bangla paid rich tribute of Rabindra Nath Tagore and organized a UGC Sponsored National Seminar on the 150 years of Tagore's birth.
- Our commitment to a secular India was reflected in the observance of Communal Harmony Week, which was organised by the NSS unit of the College under the aegis of NFCH, New Delhi. Poster Competition, Speech Competition, Patriotic Song Competition Communal Harmony Lecture and Qaumi Ekta rally was organized to sensitize the students.
- The College's literary and cultural wing SPArC was re structured and the concept of different forums and clubs were introduced such as Drama Club, Music Club, Fine Art Club, Discussion form etc. The number of student representatives in SPArC was increased from 9 to 16.
- SATRANG, the College Literary and cultural test of the college was continued and a 15 member drama team of the college participated in a drama competition at Alwar, Rajasthan winning 6 to 7 prizes.

2. New Academic Programme initiated (UG and PG)

- Hons courses in traditional subjects viz English, Hindi, Bangla, Philosophy and Geography was started from this academic session after a prolong wait of several years in getting final nod from the state government.

3. Innovation in curricular design and transaction.

- The college follows the curriculum of the parent university. As the parent university i.e. Kolhan University, Chaibasa has been newly carved out from the erstwhile Ranchi University, hence the Kolhan University asked the department of Computer Application of our

College to help in finalizing the syllabus of MCA which the faculty members of the said department did with ease and academic expertise.

While adhering to the curriculum of the parent university utmost care and a sense of responsibility was practiced in its transaction. Faculty members were asked to follow a comprehensive and logical progression.

4. Interdisciplinary programmes started:

No such programme was initiated in this academic session. But efforts were made to strengthen the courses already running such as Industrial Chemistry, e-Commerce, Pollution Management, Computer Application, Functional English, Communication, guidance and Counseling, Portfolio Management, Language for Advertising Marketing and Media and different language courses run by the college.

5. Examination Reforms Implemented:

All the final examination of different courses of the college are taken by the university. However we continued organizing class test, promotional tests etc that helped the students to assess their level of study and preparation for the university exam.

6. Candidates qualified NET/SLET/GATE etc:

NIL

7. Initiative towards faculty development programme:

- Prof. S. M. Yahiya Ibrahim, head of the Department, English, attended Orientation Course at Academic Staff College, Aligarh Muslim University, Aligarh from 17.03.2009 to 16.04.2009.
- Prof. Badre Ahmad, Department of Urdu, attended Orientation Course at Academic Staff College, Aligarh Muslim University, Aligarh from 17.03.2009 to 16.04.2009.
- Prof. Nigar Alam Siddiqui, Department of Geography, attended Orientation Course at Jamia Millia Islami University, New Delhi from 19.10.2009 to 22.11.2009.
- Dr. Zaki Akhter, Department of Psychology, attended Orientation Course at Jamia Millia Islamic University, New Delhi from 19.10.2009 to 22.11.2009.
- Dr. P.C. Banerjee, Head of the Department, Prof. Shahid Hashmi and prof. Moiz Ashraf from Department of Mathematics attended orientation Course at Academic Staff College, Ranchi University, Ranchi from 25.06.2010 to 21.06.2010.
- One research scholar (Mr. Pashupati Kumar) was registered for Ph.D. supervision under Dr. B.N. Tripathy, Head Department of Bangla

8. Total number of Seminars/Workshops conducted:

- UGC Sponsored National Seminar titled Reverting the Gaze : Analysing the portrayal of Male characters by the Female Indian Novelist was organized by the Deptt. of English.
- UGC Sponsored National Seminar titled Rabindra Nath Tagore in the light of 150th Birth Anniversary was organized by the Department of Bangla.
- UGC Sponsored National Seminar to work International year of Chemistry was organized by the Department of Chemistry.
- Workshop on item writing / question preparation in Urdu was organized by the RFU (Urdu) of National Testing Seminars were organized by the Department of English and Department of Chemistry.
- Department of Philosophy and CAD : Seminar lecture by Dr. Ashraf Bihari, Head, Deptt. of Philosophy, on the topic : Tasawwuf: Need of the hour”.
- A three days workshop organized in collaboration with American Centre Kolkata in the department of Mass Communication – Video Production. Mr. Dauglas G. Kelly, director, American Centre Kolkata and Mr. Snehasis Sur, Eminent Journalist and Media Trainer were the resource persons.
- A 17 days workshop on Camera, Editing and Direction was organized under the supervision of Mr. Rajesh Raj, Executive Director Producer ETV. As a

result our students produced 5 short films during this period which was highly appreciated.

9. Research Projects:

- Newly implemented: Dr. Zaki Akhtar, Department of Psychology was granted a minor research project by UGC. His topic was “Stress Management - “ Case study of Industrial Area of Jamshedpur.”

10. Patents Generated if any :

NIL

11. New Collaborative Research programme :

NIL

12. Research Grants received :

S.No	Date	Name		Amount
1.	13.12.2010	Dr.H.K.Pandey, Hindi	Minor Project	91,250.00
2.	13.12.2010	Dr.Md.Reyaz, Geography		73,500.00
3.	13.12.2010	Dr.Md.Moazzam Nazri, Commerce		1,26,000.00
4.	13.12.2010	Dr.Md.Hassan Imam, Chemistry		1,47,000.00
5.	05.10.2011	Dr.G.Vijaya Lakshmi, Commerce		63,000.00
6.	05.10.2011	Dr.B.N.Tripathy, Bangla		63,250.00
7.	05.10.2011	Dr.Nusrat Tauheed, Botany		1,38,250.00
8.	05.10.2011	Dr.Safiullah Ansari, Hindi		1,09,000.00
		TOTAL		8,11,250.00

13. Details of Research Scholars :

- One research scholar Mr. Uddham Singh registered under Dr.Zaki Akhtar, Lecturer, Department of Psychology for his Ph.D. research under Ranchi University.
- One research scholar Ms. Noor Jahan registered under Dr.Zaki Akhtar, Lecturer, Department of Psychology for her Ph.D. research under Ranchi University.

14. Citation index of faculty member and impact factor :

NIL

15. Honous / Award to faculty :

- Dr. B.N. Tripathy, Lecturer, Department of Bangla, honoured with D. Litt. in Bangla from Ranchi University, Ranchi, his D. Litt. topic was “Kabi Joydev – Orisai o Banglai”.
- Dr.Md. Afsar Kazmi, Lecturer, Department of Urdu, honoured with D. Litt. in Urdu from Ranchi University, Ranchi, his D.Litt. topic was “A Critical Study of Manzer Kazmi’s Contribution to the Art and Fiction”
- Dr. Aquil Ahmad, Lecturer, Department of Philosophy, honoured with Ph.D. in Philosophy from Aligarh Muslim University, Aligarh, his Ph.D. topic was “A Critical expositive of Richard Rorty’s approach of Philosophy”

- Dr. Ajaz Ahmad, Lecturer, Department of Economics, honoured with Ph.D. in Economics from Vinoba Bhave University, Hazaribagh, his Ph.D. topic was “Development of Fertilizer industries – A case study of Pre independent and Post independent India.
- Dr. G. Vijay Lakshmi, Lecturer, Department of Commerce, honoured with Ph.D. in Commerce from Ranchi University, Ranchi, her Ph.D. topic was “Developmental aspects of Social cost benefit analysis ‘ A case study of Tata Steel, Jamshedpur.”

16. Internal Resource Generated:

- Internal Resources were generated by the self financed Hons and PG Vocational courses of the College.
- Internal Resources were also generated by the Add-On Vocational Courses and also by Language Courses of the College.

17. Details of departments getting SAP/COSIST etc :

NIL

18. Community Services:

- Blood Donation Camp
- Anti Plastic Drive by the NSS Unit of the College
- Tree Plantation Programme of NCC
- Communal Harmony Week by the NSS unit of the College

19. Teachers and officers newly recruited:

Four Teachers were recruited against permanent and sanctioned post in the following Departments :

1. Dr.Kauser Tasneem History
2. Mrs.Basudhara Roy English
3. Dr.Sk.Anwer Ali Commerce
4. Mr.Khurshid A. Khan Chemistry

20. Teaching , Non- teaching Staff Ratio :

1: 1.08

21. Improvement in Library services.

➤ The library stands fully computerized with digital cataloging complete. It's a special achievement and a milestone in our library services. All the books are now bar coded and can be accessed with a click on mouse button of the computer in library.

➤ Procurement of INFLIBNET

22. New Books/Journals subscribed and their value :

No of New Books added :	1,016	Price Rs. 2,28,293.00
No. of New Journals added:	21	Price Rs. 11,000.00
E-Journal (INFLIBNET)		Rs. 5,000.00

23. Course in which student assessment of teachers is introduced and action taken on student feedback:

- The academic departments of the college are yet to introduce this
- However the examination section of the college takes a comprehensive feedback from students learning the college. The feedback is two used time to time towards overall improvement.

24. Unit Cost of Education:

Including Salary Component	:	Rs.7,327.00
Excluding Salary Component	:	Rs.1,880.00

25. Computerisation of Administration, Process of admission, examination results and issue of certificate.

- Work in College General Office, Accounts Section, Principal's Secretariat and Examination Section is almost fully computerized.
- The administrative work in the Offices of Vocational Departments are completely computerized.
- Computerisation of Admission is yet to be undertaken.
- The results of different internal examinations are published electronically.
- Computerised issue of certificate is not get done

26. Increase in infrastructural facilities.

Research corners were established in the departments of Physics, Chemistry, zoology and Botany.

As decided at the outset of the Session one make water Cooler was procured and P.A. System, audio system was purchased.

LCD Projector, Screen name purchased.

Language teaching software, multilingual translation software, LCD Projector Screen etc was procured for Language Resource Centre, LRC.

A state of the Art Math Lab was established

A well furnished MCA Lab was developed.

All black boards were replaced by green boards.

Reverting the decision of renovation work of Science Labs, the laboratories of Psychology and Geography were spruced and it was decided to go for the renovation of Science laboratories in the next academic session.

27. Technology up gradation:

- More LCD Projectors, Screens a new podium with inbuilt PA System, Audio System for bigger Class rooms were procured.
- A big size LCD TV was installed in the Faculty Studies.
- A computer alongwith net facility was installked in the Faculty studies.
- Continuous updation and upgradation of College website.
- Continuous maintenance of College server and its Internet and Intranet facilities.
- Procurement of Anti Virus Software in Bulk.
- Procurement of Computer with higher configuration.

28. Computer and Internet access and training to teachers and students.

- Computer and internet access has been ensured for the faculty members.

- Almost all faculty members have a satisfactory working knowledge of the use of computer and net.
- Students of Vocational Hons and PG courses have access to computers.

29. Financial Aid to students:

As a routine matter financial aid was provided to Poor Students. The Total amount was Rs.3,93,373.00.

- Stipend to the cost of Rs...2,10,000 were provided to students belonging to SC/ST/OBC and Minority Communities with assistance from UGC under XIth Plan.

30. Activities and support from Parent- Teacher Association:

- Parent – Teacher Association is yet to be formed. However the departments of vocational courses and a few departments of traditional courses follow the practice of parent teacher meeting.

31. Health Services:

NIL

32. Performance in Sports Activities :

Sports activities in Kolhan University could not be started from Aug.2009 to October 2011. The Kolhan University Inter College Sports activities only started in November, 2011. Hence, our Sports achievements during the meet is as follows :

CRICKET :

The First Kolhan University Inter College Cricket Championship, 2011 was organised by Jamshedpur Coperative College, Jamshedpur from 28.11.2011 to 01.12.2011 and our College Cricket Team declared WINNER.

BOXING :

The First Kolhan University Inter College Boxing Championship, 2011 was organised by Jamshedpur Workers' College, Jamshedpur on 21.11.2011 and our College Boxers declared RUNNERS.

VOLLEY BALL :

The First Kolhan University Inter College Volley Ball Championship, 2011 was organised by L.B.S.M.College, Jamshedpur on 26.11.2011 and our College Volley Ball Team declared WINNERS

BASKET BALL :

The First Kolhan University Inter College Basket Ball (Women) Championship, 2011 was organised by Mahila College, Chaibasa from 28.11.2011 to 30.11.2011 and our College Women Basket Ball Team declared WINNERS.

ARCHERY :

We feel proud to mention here that our College Archers - Miss DEEPIKA, RAHUL BANERJEE who brought GOLD in COMMON WEALTH GAMES at Delhi and at National Games held at Ranchi are our students. Ms.ASHWANI A.C., who brought Gold in Athletic in the Asian Games held in China, also had been our student

32. Incentives of Guidance and Counselling Cell :

- Incentives designed and implemented by Dr. Zaki Akhtar, Coordinator, Career Counselling and Guidance Cell.

- Seminar Organised on Development of mental health, 2010.

33. Student Achievement and Awards:

- Our student Ms. Anni Ankita got 1st rank in final examination of Mass Communication – Video Production conducted by Ranchi University. She secured 79% marks.

- Our students, Ms. Sonu Secured 83.8% marks and was ranked 1st in B.SC. Information Technology Hons examination, 2009 of Ranchi University, Ranchi.

- Our students Bindu Kumari secured 86.3% marks and was ranked 1st in B.Sc. Information Technology Hons examination , 2009 of Ranchi University, Ranchi.

- Our student Darakshan Nawab secured 79.8% marks and was ranked 1st in B.A. Computer Application (Hons) examination 2009 of Ranchi University.

- Our students Deepika Kumar and Rahul Banerjee are internationally renowned archers. We are proud to have them on our roll.

- 3 Cadets of NCC Ranjeet Kumar, Dharamjeet Kumar and Ms. Mehnaz Zarine made us proud by their selection for Republic Day Camp after going through rigorous training in various camps.
- Our NCC Cadet Vishal Kumar Giri was selected for National Integration Camp (NIC) held at Port Blair from 20th Feb to 3rd March, 2010.

33. Activities of Guidance and Counselling Cell :

- Students and parents are helped and properly guided in the selection of their subjects. Dr. Zaki Akhtar readily welcomed interested students looking for such counseling
- Career Fair was organized.

34. Placement:

IT Giant IBM Daksh from Gurgaon, selected 31 students and issued offer letters after a placement drive on 11th February, 2010.

IT Giant INFOSYS BPO selected 20 students from our college after a placement drive held on 28th April, 2010.

Troika, a Pharma Company selected 7 students from our college after a placement drive on 3rd May, 2010.

35. Development program for non teaching.

36. Healthy practices:

- Induction meeting of freshers.
- Graduation nites of vocational final year students.
- Guest lectures by reputed academic....., administrators, litterateurs by CAD, NSS and APArC.
- Publication of Annual News letter “ Sparkling Span” of SPArC.
- Staff Picnic
- Industrial / Educational tours.
- Financial help to poor / needy students.
- Recognition of performing students by college administration.
- Recognition of services of staff members.
- Communal Harmony Week.
- Blood Donation Camp
- Literary and Cultural Fest of SPArC.

37. Linkages:

- The College has links with UGC, Kolhan University, Chaibasa, Aligarh Muslim University, CIIL, Mysore, UCIL, Jadugoda for different programmes and activities

38. Any Other : NIL

PART - C

Future Plan of Action:

The College in consultation with the IQAC, Proposes the following initiatives to be undertaken in the next academic session i.e. 2011 – 12.

1. Academic Activities.

- To send the proposal of more PG Courses to the parent university.
- To insist the departments to divide the syllabi into short term sections and continuous evaluation of the portions covered.
- To continue the practices of Internal examination and introduction of parent teacher meeting in more departments.
- To support and encourage the faculty members in their academic development activities viz Refresher / Orientation / Conference / Seminars/ Workshop etc.
- To send more proposals for Research.
- To organize more UGC Sponsored Seminars and Conferences.
- Educational tours and Industrial visits by the students.
- Encouraging the teachers to go for papers and book publication.
- Allowing and encouraging the teachers to act as examiners, question setter, syllabi preparation of different education institutions.

2. Infrastructure:

- Construction of the much awaited new campus at Mango to begin during the next academic session.
- Renovation work of Science Laboratories.
- Computerisation of NCC Office works.
- To establish an e-class room.
- Renovation of staff room of Commerce faculty.

3. Extra Curricular Activities

- Continuation of literary and cultural activities through SPArC.
- Publication of SPArC Annual News letter.
- To organize a theatre Workshop/Summer Camp
- To continue the observance of Communal Harmony Week.
- To make a concerted effort for the publication of college magazine.
- To organize short cultural programme on Republic / Independence Day.

4. Extension Activities:

- To continue the tradition of blood donation.
- To observe Communal Harmony Week.
- To organize community visits for Tribal Language students.
- To organize a visit to Shanti Niketan during ' Paush Mela'.
- To organize visits to special Homes like orphanages, Old age homes, Home form spastic children.
- To organized anti plastic campaigns etc.

Mr.S.M.Yahiya Ibrahim
Coordinator
IQAC

Dr. Md. Zakaria
Chairperson