Internal Quality Assurance Cell (IQAC) and Submission of Annual Quality Assurance Report (AQAR) in Accredited Institutions

(Revised in October 2013)

A Q A R ::: 2015-2016

KARIM CITY COLLEGE

Jamshedpur, Jharkhand
Permanently affiliated to Kolhan University, Chaibasa, Jharkhand

राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission
P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

Part – A

Part – B

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Document revised by: Dr. Ganesh Hegde, Assistant Adviser and B. S. Ponmudiraj, Assistant Adviser, NAAC

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

1. Details of the Institution

1.1 Name of the Institution

> KARIM CITY COLLGE

1.2 Address Line 1

> POST. SAKCHI

Address Line 2

>

City/Town

> JAMSHEDPUR

State

> JHARKHAND

Pin Code

> 831001

Institution e-mail address

> office@karimcitycollege.org

Contact Nos.

> 0657-2431778, 2440206, 2423863

Name of the Head of the Institution:

> Dr.M. ZAKARIA

Tel. No. with STD Code:

> 0657-2431778

Mobile:

> 09955998806

Name of the IQAC Co-ordinator:

Mr..S.M.YAHIYA IBRAHIM

Mobile:

+919431759629

IQAC e-mail address:

iqac@karimcitycollege.org

1.3 NAAC Track ID*(For ex. MHCOGN 18879)*

E & NER-GH 12638

1.4 NAAC Executive Committee No. & Date:
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

EC/61/RAR/01 dated 15.09.2012

1.5 Website address:

http://www.karimcitycollege.ac.in
http://www.karimcitycollege.org

Web-link of the AQAR:

http://www.karimcitycollege.ac.in/AQAR15-16.doc

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B+	76.25	2005	2010
2	2nd Cycle	B	2.88	2012	2017
3	3rd Cycle			Due	
4	4th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

05.04.2005

1.8   AQAR for the year *(for example 2010-11)*   **2015 - 2016**

1.9   Details of the previous year's AQAR submitted to NAAC after the latest Assessment and
      Accreditation by NAAC (*(for example AQAR 2010-11submitted to NAAC on 12-10-2011)*
   i.   AQAR   2015 – 2016 (23.12.2016)
   ii. AQAR   2014 – 2015 (07/04/2016)
   iii. AQAR   2013 – 2014 (10.01.2014)
   iv. AQAR   2012 – 2013 (28.09.2013) – Online submission
   v.   AQAR   2011 – 2012 (30.09.2012) – Online submission

1.10 Institutional Status

University   **State** ☐   **Central** ☐   **Deemed** ☐   ☐ **Private**

Affiliated College   **Yes** ■   **No** ☐

Constituent College   **Yes** ☐   **No** ■

Autonomous college of UGC   **Yes** ☐   **No** ■

Regulatory Agency approved Institution   **Yes** ☐   **No** ■
(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution   Co-education ■   **Men** ☐   **Women** ☐

                Urban ■   **Rural** ☐   **Tribal** ☐

Financial Status   Grant-in-aid ■   **UGC 2(f)** ■   **UGC 12B** ■

        Grant-in-aid + Self Financing ■   **Totally Self-financing** ☐

1.11   Type of Faculty/Programme

   Arts ■   **Science** ■ **Commerce** ■ **Law** ☐   **PEI (Phys Edu)** ☐

   TEI (Edu) ■   **Engineering** ☐   **Health Science** ☐   **Management** ☐

   Others   (Specify)   **M.Sc.(Maths), M.Com., M.A. (Psychology)
   M.A.(Masscom), M.A.(Urdu)**

1.12   Name of the Affiliating University *(for the Colleges)*   **KOLHAN UNIVERSITY,
   CHAIBASA, JHARKHAND**

1.13   Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University [ ]

University with Potential for Excellence [ ]   UGC-CPE [ ]

DST Star Scheme [ ]   UGC-CE [ ]

UGC-Special Assistance Programme [ ]   DST-FIST [ ]

UGC-Innovative PG programmes [ ]   Any other (*Specify*)   **Selected under USA Scheme**

UGC-COP Programmes [ ]

2. I. QAC Composition and Activities

2.1   No. of Teachers [17]

2.2   No. of Administrative/Technical staff [04]

2.3   No. of students [02]

2.4   No. of Management representatives [01]

2.5   No. of Alumni [02]

2. 6 No. of any other stakeholder and community representatives [02]

2.7 No. of Employers/ Industrialists [00]

2.8 No. of other External Experts [01]

2.9 Total No. of members [28]

2.10 No. of IQAC meetings held [09]

2.11 No. of meetings with various stakeholders: No. [04]   Faculty [03]

Non-Teaching Staff Students [02]   Alumni [00]   Others [00]

2.12. **Has IQAC received any funding from UGC during the year? Yes** ☐ **No** ■

   If yes, mention the amount ☐

2.13 Seminars and Conferences (only quality related)

   (i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

   Total Nos. | 03 | **International** | 0 | **National** | 0 | **State** | 0 | **Institution Level** | 03

   (ii) Themes

   > 02 Faculty Development Programmes in Association with HRDC AMU Aligarh.
   > 01 Student Workshop on Institutional Ethics.

2.14 Significant Activities and contributions made by IQAC

> During this academic session the IQAC organised Two Short Courses on Computer Applications and SPSS & Data Analysis for the Faculty members of the College. The courses were organised under collaboration with HRDC AMU Aligarh under the Pandit Madan Mohan Malviya Scheme.
>
> A Student Workshop on Academic Ethics was organised. The IQAC undertook the task of Complete MIS to be launched from 2016-2017, Cashless transactions for students, Issue of Multipurpose RFID Cards to students, Inclusion of All Academic Departments, Library, Examination and Issue of Certificates, Bulk Messaging Services etc. The whole operation was launched and the College was ready to launch complete MIS from the Session 2016-2017.

2.15. Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
❖ MIS	❖ Launched
❖ Faculty Development Programmes	❖ Implemented
❖ Student Workshop	❖ Done
❖ SWOC Analysis	❖ Under process
❖ Upgradation of Labs.	❖ Achieved
❖ Adding 5,000 Books in College Library	❖ Achieved
❖ Introduction of More PG Courses	❖ Under process
❖ Gearing up for NAAC inspection in 2017	❖ Under process

Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body   **Yes** ▨   **No** ☐

Management ▨   **Syndicate** ☐   **Any other body** ☐

Provide the details of the action taken

The College management was supportive towards IQAC activities and proposals and accepted various suggestions made by it.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	03	02	01	
UG	18	00	03	03
PG Diploma	-	-	-	-
Advanced Diploma	09	-	09	09
Diploma	09	-	09	09
Certificate	09	-	09	09
Others				
Total	48	02	30	30

Interdisciplinary	00	00	03	03
Innovative	00	00	03	03

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options
(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	02
Trimester	00
Annual	34

1.3 Feedback from stakeholders* Alumni ■ Parents ■ Employers ☐ Students ■
(On all aspects)

Mode of feedback : Online ☐ Manual ■ Co-operating schools (for PEI) ☐

*Please provide an analysis of the feedback in the Annexure

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

The College has to follow the syllabi decided by the parent University.

1.5 Any new Department/Centre introduced during the year. If yes, give details. NO

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
47	44	03	0	70

2.2 No. of permanent faculty with Ph.D.

45

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
0	0	0	0	0	0	7	0	7	0

2.4   No. of Guest and Visiting faculty and Temporary faculty

44		11		19

2.5   Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/	20	47	29
Presented papers	03	51	01
Resource Persons	-	06	05

2.6   Innovative processes adopted by the institution in Teaching and Learning:

> The College is putting emphasis on e-learning and trying to make it online and offline, virtual library more effective effort. Efforts are on to equip the labs with screens and projectors and to convert atleast 4 Small Class Rooms into Class Rooms with Screens and Projectors.

2.7   Total No. of actual teaching days during this academic year

180

2.8   Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

> The examination and evaluation system has been looked after by the affiliating university. It has introduced bar coded Answer Books. Else there is hardly any reform and improvement.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

04	02	06

2.10 Average percentage of attendance of students

>75%

2.11 Course/Programme wise distribution of pass percentage : (Result declared in 2016)

Title of Programme	Subject	Total No. of students appeared	Division				
			Distinction %	I %	II %	III %	Pass %
B.SC.	MATHEMATIC(Hons)	91	32.00%	49.00%	31.22%	-	80.22%
	BOTANY (Hons)	06	21.00%	50.00%	33.33%	-	83.33%
	PHYSICS (Hons)	53	29.00%	61.00%	14.47%	-	75.47%
	CHEMISTRY (Hons)	24	23.00%	42.00%	20.50%	-	62.50%
	ZOOLOGY (Hons)	17	21.00%	53.00%	11.71%	-	64.71%
	B.Sc.GENERAL	02	00	-	100.00%	00	100.00%
B.COM.	A/C. HONS	568	31.00%	59.00%	38.18%	-	97.18%
	B.Com GENERAL	051	00.00	22.00%	48.59%	11.00%	81.59%
B.A.	PSYCHOLOGY (Hons)	18	18.00%	50.00%	50.00%		100.00%
	GEOGRAPHY (Hons)	46	21.00%	85%	12.83%		97.83%
	HISTORY (Hons)	46	19.25%	48%	49.83%		97.83%
	PHILOSOPHY (Hons)	04	00	00%	100.00%		100.00%
	ENGLISH (Hons)	38	11.00%	24%	70.74%		94.74%
	URDU (Hons)	22	16.00%	64%	26.91%		90.91%
	POL. SCIENCE (Hons)	30	13.00%	53%	17.00%		70.00%
	HINDI (Hons)	09	11.00%	44%	22.67%		66.67%
	ECONOMICS (Hons)	25	10.36%	44%	16.00%		60.00%
	BANGLA (Hons)	00	00	00%	00.00%		00.00%
	B.A. GENERAL	09	00	00%	30.00%	60.00%	100.00%
U.G. Vocational (Hons)	Information Technology (Hons)	60	65.00%	100%	-	-	100.00%
	Computer Applications (Hons)	66	64.59%	100%	-	-	100.00%
	Mass Communication Video Production(H)	36	63.00%	100%	-		100.00%
P.G.Part-II	M.A.(Urdu)	17	25.00%	100%	-	-	100.00%
	M.Sc. (Maths)	02	15.00%	100%	-	-	100.00%
	M.A.(Mass Com.)	12	06.00%	100%	-	-	58.33%

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

Through meetings and individual contacts with the faculty and students the IQAC monitors the teaching learning process. It makes its efforts to motivate teachers towards mentoring and quality improvement.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	**00**
UGC – Faculty Improvement Programme	**02**
HRD programmes	**48**
Orientation programmes	**02**
Faculty exchange programme	**00**
Staff training conducted by the university	**01**
Staff training conducted by other institutions	**20**
Summer / Winter schools, Workshops, etc.	**03**
Others	**05**

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	**33**	**02**	**0**	**37**
Technical Staff	**04**	**0**	**0**	**08**

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

The College is not entittled by the parent University to take up Research work of students. However, many faculty members are supervising Ph.D. Research Scholars. The Laboratories are utilised by the Ph.D. Scholars of parent university in their research experiments. The College pushes its non-Ph.D. teachers to complete their research soon and encourages the faculty members to undertake different research projects.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs	NIL	NIL	NIL	NIL

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs	NIL	NIL	05	13

3.4 Details on research publications

	International	National	Others
Peer Review Journals	02	24	00
Non-Peer Review Journals	00	06	00
e-Journals	02	07	00
Conference proceedings	00	03	00

3.5 Details on Impact factor of publications:

Range ☐   **Average** ☐   **h-index** ☐   **Nos. in SCOPUS** ☐

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects		00	00	00
Minor Projects	2015-2016	UGC	11.37	00
Interdisciplinary Projects		00	00	00
Industry sponsored		00	00	00
Projects sponsored by the University/ College		00	00	00
Students research projects *(other than compulsory by the University)*		00	00	00
Any other(Specify)UGC Seminar Project	2015-2016	UGC	4.00	00
Total			15.37	00

3.7 No. of books published   i) With ISBN No. [05]   **Chapters in Edited Books** [03]

ii) Without ISBN No. [03]

3.8 No. of University Departments receiving funds from

UGC-SAP [ ]   CAS [ ]   DST-FIST [ ]

DPE [ ]   DBT Scheme/funds [ ]

3.9 For colleges   Autonomy [ ]   CPE [ ]   DBT Star Scheme [ ]

INSPIRE [ ]   CE [ ]   Any Other (specify) [RUSA]

3.10 Revenue generated through consultancy [NIL]

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	00	00	01	00	04
Sponsoring agencies	00	00	Self	00	Self

3.12 No. of faculty served as experts, chairpersons or resource persons [06]

3.13 No. of collaborations   International [00]   National [02]   Any other [04]

3.14 No. of linkages created during this year [01]

3.15 Total budget for research for current year in lakhs :

From Funding agency [NIL]   **From Management of University/College** [NIL]

Total [NIL]

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	
	Granted	
International	Applied	NIL
	Granted	
Commercialised	Applied	
	Granted	

3.17 **No. of research awards/ recognitions   received by faculty and research fellows of the institute in the year**

Total	International	National	State	University	Dist	College
04	00	00	02	01	01	00

3.18 **No. of faculty from the Institution who are Ph. D. Guides**   `08`

and students registered under them   `11`

3.19 **No. of Ph.D. awarded by faculty from the Institution**   `00`

3.20 **No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)**

JRF `   `   SRF `   `   Project Fellows `   ` Any other   `NIL`

3.21 **No. of students Participated in NSS events:** University level `10`   State level `04`

National level `02` International level `00`

3.22 **No. of students participated in NCC events:** University level `15`   State level `07`

National level `02`   International level `00`

3.23 **No. of Awards won in NSS:**   University level `03`   State level `01`

National level `00`   International level `00`

3.24 **No. of Awards won in NCC:**   University level `04`   State level `02`

National level `01`   International level `00`

3.25 **No. of Extension activities organized**

University forum `02`   College forum `35`

NCC `04`   NSS `10`   Any other `25`

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility :

- ➢ **Special Camping Programme in adopted villages by BSS**
- ➢ **Republic Day/Independence Day Celebration in adopted villages by NSS**
- ➢ **New Viallage adoption by NCC**
- ➢ **Blood Donation by Rotaract Club**
- ➢ **Blood Donation by NCC Cadets on the World Blood Donation Day by Red Cross**
- ➢ **Blood Donation by Students, Faculties & Staff members on the eve of College Founder's Day**
- ➢ **Plantation Camp,**
- ➢ **Cleanliness Drive,**
- ➢ **Women's Day,**
- ➢ **Literacy Day,**
- ➢ **Environment Day**
- ➢ **Communal Harmony Week by NSS**
- ➢ **Satrang Annual College Fest**
- ➢ **More than 25 Literacy and Cultural Events by SPArC**
- ➢ **Cancer Awareness Programme followed by financial help to needy patients on Rose Day**

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	6.96 Acrs	0	College fund	6.96 Acres
Class rooms	38	01 e-Class Room	College development	39
Laboratories	17	0	-do-	17
Seminar Halls	02	0	-do-	02
No. of important equipments purchased (≥ 1-0 lakh) during the current year. Computers & Accessories, Electronic Equipments for Mass Communication, Audio-Video equipments, Camera, Lab. Equipments for Science Labs., Library Stware	29.19	1.89	College development	31.08
Value of the equipment purchased during the year (Rs. in Lakhs)		3.86 1.24	UGC College fund	5.10
Others: Furnitures & Fixtures, Library Books		2.78 9.85	UGC College fund	12.63

4.2 Computerization of administration and library

> Complete Computerisation has been achieved.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	34,106		600		34,706	52,05,900
Reference Books	13,258		40		13,298	12,63,310
TOTAL	47,364		640		48,004	64,69,210
e-Books (Online)	10,000					p.a.25,000
e-Book(Offline)	120		30		150	
Journals	30	29,800	45	44,640	75	74,440
Magazines	10	10,000	5	5,720	15	15,720
Newspapers	15	15,000			15	15,000

Others :

i) **e-Shelf-Virtual Library (Online) :**

The online Library was launched in 2012 for the students and faculties. Around 10,000 books are available. The virtual library can be accessed by a member from any place or time. Unlimited membership can be given.

ii) **Rauzan (Offline) :**

A window to Karim City College is an Offline portal which facilitates in uploading of books, faculty notes, students notes, e-notice, departmental blogs etc. Any one can upload their stuff and after the approval of the librarian it can be uploaded.

iii) **Inflibnet :**

The premier scheme of UGC has been made available for the Faculties and PG students to access the large number of National and International books and journals.

iv) **e-Classification** : All Library books are computerized, classified and bar-coded.

v) **e-Catalogue** :

Students have the facilities of searching books in respectve streams through the e-catalogue installed in the issue counter of the Library

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	202	06	02+8	20	05	10	15	03
Added	05	0	0	0	03	02	02	00
Total	207	06	10	20	08	12	17	03

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

> Computer and internet access is provided to teachers and students through installations in Science Departments, Vocational Departments, Staff Rooms and Virtual Offline Library and also through wifi.

4.6 Amount spent on maintenance in lakhs :

i) ICT — 1.80

ii) Campus Infrastructure and facilities — 5.43

iii) Equipments — 1.20

iv) Others — 2.50

Total : 10.93

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> The newly admitted students have been made aware about the facilities during induction meeting by the Coordinator of IQAC. The College Prospectus and College website also contain informations about Student Support Services. Information about newly introduced facilities are given to the students through notices.

5.2 Efforts made by the institution for tracking the progression

> Students progression is ensured through Departmental Tests, Students Seminars and Different student based academic events. Annual Results are analysed and comperative analysis is done in this regard.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
5,017	213	-	200

(b) No. of students outside the state   301

(c) No. of international students   00

Men	No	%
	3,521	64.84%

Women	No	%
	1,909	35.34%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
3660	554	545	829	006	5594	3,674	305	619	825	007	5,430

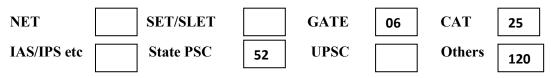**Demand ratio   5430:8500**   **Dropout % 3.5**

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

> The UGC Scheme of Coaching Classes for Competitive Examinations for the students belonging to ST/SC/OBC & Minority Communities were running but during 12th Plan of UGC no fund has been released to continue this scheme.

No. of students beneficiaries | 10

5.5 No. of students qualified in these examinations

NET | [ ]   SET/SLET | [ ]   GATE | 06   CAT | 25

IAS/IPS etc | [ ]   State PSC | 52   UPSC | [ ]   Others | 120

5.6 Details of student counselling and career guidance

> Two Stress Counselling Seminars were organised by Career Planning and Guidance Cell.

No. of students benefitted | 150

5.7 Details of campus placement

	On campus		Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
06	500	083	229

5.8 Details of gender sensitization programmes

> The Women's Cell of the College is very actively engaged in this task and has been organising lectures, competitions and different events in an effort to gender sensitisation.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level | 57   National level | 13   International level | 00

No. of students participated in cultural events

State/ University level | 80   National level | 15   International level | 00

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level | 70   National level | 07   International level | 00

Cultural: State/ University level | 06   National level | 02   International level | 00

5.10   Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	**84**	**2,12,271**
Financial support from government	**1,800**	The amount is debited into the students account directly by the Govt.
Financial support from other sources	**78**	The amount of scholarship from Tata Steel is also debited into the students account
Number of students who received International/ National recognitions	**00**	**00**

5.11   Student organised / initiatives

Fairs   : State/ University level `00`   **National level** `00`   **International level** `00`

Exhibition: State/ University level `02`   **National level** `00`   **International level** `00`

5.12   No. of social initiatives undertaken by the students   `25`

5.13   Major grievances of students (if any) redressed:

In view of the possibilities of Ragging of the Fresher batch of Undergraduates, the Cell summoned a meeting of the Students Representatives of Part-II & III. The students were requested by the members of the Cell to honour their position as Senior in College and to establish good terms with their juniors. They were also warned of the consequences of participating in any act of Ragging within or outside the campus of the College.

Several students of the College came to the Grievance Redressel Cell with some grievances about the College Canteen and it the Committee requested the Canteen Manager;

That the Canteen should introduce more stuffs in its menu;
More soft drinks should be introduced
The prices should be subsidized so that it would be affordable

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

> To impart quality education and to provide better opportunities of higher education to the weaker sections of the society particularly to the Muslim minority. To become an institution of national repute committed to create best facilities for quality higher eeducation with specialised knowledege and skill. To work relentlessly towards upgrading this college into a full fledged university in future.

6.2 Does the Institution has a management Information System

> MIS is fully ready to be implemented from 2016-2017.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

> ➢ Teaching Plans
> ➢ Weekly Academic Report by teachers
> ➢ Monthly Reports by Faculty Incharges
> ➢ Allocation of Subjects as per area of specialisation.

6.3.2 Teaching and Learning

> ➢ Oral feed-back from the Students
> ➢ Rigirous Classes
> ➢ Extra Classes by some departments
> ➢ Revision Classes
> ➢ Remedial Classes
> ➢ Students Seminars and PPt Presentations.

6.3.3 Examination and Evaluation

> ➢ The Annual Examination is taken by the affiliating University.
> ➢ The College organises Departtmental Level Class Tests.
> ➢ Centralised Promotional Tests by the College.

6.3.4 Research and Development

- Faculty members are encouraged for research. The college provides utmost help to faculty members who are Ph.D. guides or pursuing their own research works.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Laboratories and Library are fully updated and automated
- ICT based facilities are continuously enhanced and upgraded
- LAN, Internet, Inflibnet, Online and Offline Virtual Library, wifi

6.3.6 Human Resource Management

- Different leaves, allowances for additional responsibilities, OT funding for extra work, Conveyances, Shift-wise distribution of work among grade IIIrd and grade IVth employees.

6.3.7 Faculty and Staff recruitment

Recruitment through College Governing Body as per the norms of the UGC and State Government. Through proper advertisement and interview for permanent posts.

6.3.8 Industry Interaction / Collaboration

- Industry interaction mostly in vocational courses
- Collaboration mostly with regard to campus selection, few academic or extension activity in collaboration also.

6.3.9 Admission of Students

(U.G.)	B.A.	1,181	P.G.-	
	B.Sc.	1,387	M.A.(Masscom)	014
	B.Com.	2,449	M.Sc.(Maths)	068
	Others			
	B.Ed.	200	M.A.(Urdu)	041
			M.A.(Psychology)	030
			M.Com.	060
TOTAL		**5,217**		**213**

6.4 Welfare schemes for

Teaching	03
Non teaching	03
Students	03

6.5 Total corpus fund generated   34,00,000.00

6.6 Whether annual financial audit has been done   Yes ■   No ☐

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No		Yes	Trustee & College G.B.
Administrative	No		No	

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes   Yes ☐   No ■

For PG Programmes   Yes ☐   No ■

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

The affiliating university has introduced coding system of Answer Books during University Examinations.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

The affiliating university adheres to the rules framed by the State Government.

6.11 Activities and support from the Alumni Association

Instead of Alumni Association, the College has Alumni Cell. Occasional Interactions are taking place. Continuous contact through the Face Book Page of the College.

6.12   Activities and support from the Parent – Teacher Association

Occasional Meeting, Oral Feed Back – Involvement in SWOC analysis. The College has made parent teacher meeting compulsory for all academic departments.

6.13   Development programmes for support staff

- IGNOU study centre facilities for support staff
- Financial assistance
- Uniform and woollen clothes for 4th grade

6.14   Initiatives taken by the institution to make the campus eco-friendly

Energy conservation, Small level plantation, Water management, Sapling distribution among guests, Soundless generator, Minimising the use of ACs., Cleanliness, Placement of Dust bins on every corners of the building

Criterion – VII

7. <u>Innovations and Best Practices</u>

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

> ➢ Wi-fi facilities for students
> ➢ Two Short Term Training Courses for Teachers by CALEM
> ➢ Student Workshops
> ➢ Large Scale Co-curricular and Extension Activities
> ➢ Complete MIS

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year .

> ➢ Installation of MIS
> ➢ Upgradation of Labs and Library
> ➢ RFID Cards for Students (unique in Jharkhand)

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

> ➢ Regular Class Tests and Parent Teacher Meeting
> ➢ Student Seminars and Cultural Programmes
> ➢ Providing Research Corners in Laboratories for Research work & Project Work.

*Provide the details in annexure (annexure need to be numbered as i, ii,iii)

7.4 Contribution to environmental awareness / protection

> • Cleanliness Drive in adopted village and also outside the College Campus by NSS volunteers.
> • Cleanliness Drive in adopted Village and also outside the College Campus by NCC cadets.
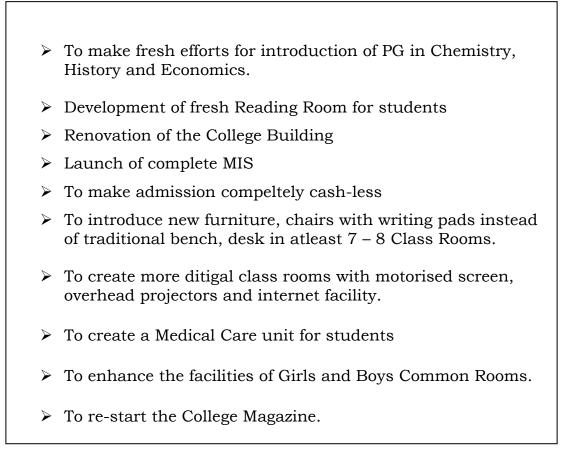
7.5 Whether environmental audit was conducted?   **Yes** ☐   **No** ☒

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

> **SWOT analysis is in progress.**

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8. Plans of institution for next year

> - To make fresh efforts for introduction of PG in Chemistry, History and Economics.
>
> - Development of fresh Reading Room for students
> - Renovation of the College Building
> - Launch of complete MIS
> - To make admission compeltely cash-less
> - To introduce new furniture, chairs with writing pads instead of traditional bench, desk in atleast 7 – 8 Class Rooms.
>
> - To create more ditigal class rooms with motorised screen, overhead projectors and internet facility.
>
> - To create a Medical Care unit for students
>
> - To enhance the facilities of Girls and Boys Common Rooms.
>
> - To re-start the College Magazine.

Name : Mr.S.M.Yahiya Ibrahim   *Name : Dr. M. Zakaria*

_____   _____

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

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