YEARLY STATUS REPORT - 2023-2024

Part A

Data of the Institution

1.Name of the Institution KARIM CITY COLLEGE

- Name of the Head of the institution DR. MOHAMMAD REYAZ

- Designation PRINCIPAL

- Does the institution function from its own campus? Yes

- Phone no./Alternate phone no. 06572431778

- Mobile no 9897602077

- Registered e-mail iqac@karimcitycollege.org

- Alternate e-mail office@karimcitycollege.org

- Address POST SAKCHI

- City/Town JAMSHEDPUR

- State/UT JHARKHAND

- Pin Code 831001

2.Institutional status

- Affiliated /Constituent AFFILIATED

- Type of Institution Co-education

- Location Urban

- Financial Status UGC 2f and 12(B)

- Name of the Affiliating University **KOLHAN UNIVERSITY, CHAIBASA**

- Name of the IQAC Coordinator **DR. S. M. YAHIYA IBRAHIM**

- Phone No. **06572431778**

- Alternate phone No. **06572230370**

- Mobile **9431759629**

- IQAC e-mail address **iqac@karimcitycollege.org**

- Alternate Email address **office@karimcitycollege.org**

3.Website address (Web link of the AQAR (Previous Academic Year) https://karimcitycollege.ac.in/download/aqar-2022-23/

4.Whether Academic Calendar prepared during the year? **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: https://karimcitycollege.ac.in/download-category/academic-activity-calendar/

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	79.25	2005	28/02/2005	28/02/2010
Cycle 2	B	2.88	2012	15/09/2015	15/09/2017
Cycle 3	B+	2.62	2018	26/09/2018	26/09/2023

6.Date of Establishment of IQAC **05/04/2005**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
0	0	0	0	0

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

- Upload latest notification of formation of IQAC [View File](#)

9.No. of IQAC meetings held during the year   `5`

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   **`Yes`**

- If No, please upload the minutes of the meeting(s) and Action Taken Report   No File Uploaded

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

- If yes, mention the amount

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

`Formation of NEP Implementation Cell`

`Registration of Alumni Association`

`Memorandum of Cooperation with IIT, Kharagpur`

`Lecture on Research Methodology for PG Students`

`Education Conference in Collaboration with Pahchan Foundation`

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

   10-03-2025 11:13:59

Plan of Action	Achievements/Outcomes
To start BBA from 2023-24	Achieved
To start MA in Political Science from 2023-24	To start from 2024-25
To emphasise on campus placements of the students	Achieved
To have more MOUs and Linkages	Achieved
To strengthen the measures for the running of the recently implemented of Four-year undergraduate Programme (FYUGP)under NEP 2020	Achieved
Renovation of the college building in view of the forthcoming NAAC assessment of the college	Achieved
Establishment of more ICT enabled classrooms and emphasise on its use in teaching and Learning	Achieved
Appointment of Teaching / Non-Teaching staff on vacant positions Powered by	Partially Achieved

13.Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Body, Karim City College	15/12/2024

14.Whether institutional data submitted to AISHE

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1.Name of the Institution	**KARIM CITY COLLEGE**
• Name of the Head of the institution	**DR. MOHAMMAD REYAZ**
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• Mobile no	**9897602077**
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• Address	**POST SAKCHI**
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• State/UT	**JHARKHAND**
• Pin Code	**831001**
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• Type of Institution	**Co-education**
• Location	**Urban**
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• Name of the IQAC Coordinator	**DR. S. M. YAHIYA IBRAHIM**
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6.Date of Establishment of IQAC	**05/04/2005**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
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- Name of the statutory body

Name	Date of meeting(s)
Governing Body, Karim City College	15/12/2024

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2023-2024	21/12/2024

15. Multidisciplinary / interdisciplinary

The National Education Policy (NEP) 2020 has laid valuable emphasis on a multidisciplinary approach in education with the educational strategy to bring together multiple disciplines in order to create and foster a holistic learning experience by understanding the interconnectedness of various fields of learning and their combined applicability in effective problemsolving. Multidisciplinary education designed to encourage creative thinking, critical analysis, collaborative interdisciplinary theoretical frameworks and effective communication skills, has been a thrust area for the institution and its parent university since the last year. Under the aegis of the parent university, the new syllabus introduced under the FYUGP offers scope to students to select and combine into their curriculum subjects from a variety of disciplines. In the first three semesters, students under FYUGP, can choose Multidisciplinary course (MDC) from Science, Commerce and Humanities to maximise their learning. It is mandatory that they choose new and different subjects for each of their semesters so that their exposure to various epistemologies is accomplished in their learning journey. This framework of education helps to combine indigenous knowledge systems with Western modes of education while also offering greater opportunities for educational collaboration across departments, colleges, universities, and other organisations. It also offers students greater opportunities to develop wellrounded personalities through better internalization of the interconnected networks of knowledge.

16. Academic bank of credits (ABC):

With the inplementation of Four Year Undergarduate Programme (FYUGP) under NEP 2020 by the state of Jharkhand from the academic session 2022-2023 it became manadatory for the students to create their account in Academic Bank of Credit. In the sesion 2023-2024 out of 1235 students admitted under FYUGP 1002 students and out of 282 students admitted in PG 187 students have created thier ABC id so far. The college made rigorous efforts among students to get this job done. The college created help desks, Issued several notices and informed the students during differents programmes held in the campus. The academic Heads were also asked to remind their students about the creation of ABC id.

17. Skill development:

The college has five departments running vocational courses -Mass

Communication and Video Production, Computer Application, Information Technology, B.Ed and BBA. that offer to their students full-fledged undergraduate and postgraduate degrees in their respective fields. The curriculum of these courses involves sufficient measure of skill development of students.The College also offers several short term online/ offline value added courses by the Department of English and the Department of Mass Communication with a view to offer skill enhancement to its students. Keeping in mind the vision of Skill development of NEP 2020 that offers increased flexibility and choice of subjects to integrate students' theoretical learning with practical skills, the institution, under the aegis of the parent university, is committed to offer vocational skills to its students in their undergraduate learning phase. Integrated with the FYUGP. The NEP 2020 Based Four Year Undergraduate Programme (FYUGP) was introduced in the state of Jharkhand from the session 2022-23. The Curriculum of FYUG Pcontens Three (03) Skill Enhancement Courses (SEC) in the 1st, 2nd & 3rd Semesters. The FYUGP mode of learning also makes it mandatory for students to pursue an internship in collaboration with industries and other academic, cultural and business organizations with an intention to skills gap analysis and the mapping of local opportunities. The institution is committed to assisting its students for such internship programmes through MOUs, collaborations and other linkages that facilitate the sharing and transfer of resources. The college has also set up an Innovation and Incubation Centre to establish partnerships with industries for locating common areas of learning pursuit and knowledge generation both locally and nationally. The college, with assistance of Government of Jharkhand also offers skill development training under Excel Programme.

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

Following the guidelines of NEP 2020 to integrate Indian knowledge system in Indian Education, the college under its parent university has undertaken effective measures to usher in the same. The syllabus of the parent university is based on the LOCF syllabus established by the UGC and offers a substantial coverage of areas pertaining to the culture, history, polity, philosophy and idea of India in all disciplines. It is a fact that in the last two centuries knowledge of Indian origin has been marginalized in mainstream education by a Western mode and curriculum of education. With the hope of reviving the same, emphasis has been given in all subjects to epistemological ideas

that emerged from Indian soil. The syllabus of the major andminor subjects has been drafted with an intention to establish the primacy of Indian knowledge systems. The teaching of a course on Understanding India that brings together various facets of India's geography, history, culture and polity under one head is compulsory for all students. Translations of classical Indian texts have been introduced in all literature courses. In the natural and social sciences also, indigenous ideas have been highlighted in the syllabus. Stress has been laid on instructing the students regarding the environmental crisis and indigenous cultural ideas of harmonizing our lifestyle with ecological concerns. The use of Indian languages for instruction and examination is also emphasized.

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

The Four Year Under Graduate Programme (FYUGP) under NEP 2020 was implemented by Jharkhand from the session 2022-2023. The syllabus adopted by the parent university and followed by the institution is designed according to the provisions of the outcome-based LOCF syllabus prescribed by the UGC. The idea of outcome-based education is to organize the task of imparting education around a set of goals that students should ideally achieve by the end of their educational process. These goals offer a student-centred learning approach and are used to monitor and evaluate student performance throughout their learning journey in the institution. The FYUGP curriculum offered by the college is designed keeping specific outcomes in mind. There are Programme Outcomes, Programme-Specific Outcomes and Course Outcomes that are outlined clearly for both students and teachers. The course-specific outcomes are mentioned in the syllabus and both programmespecific outcomes and course-specific outcomes are clearly outlined on the college website. Through awareness of these outcomes, it is possible for students to monitor their own performance and to seek mentorship on outcomes that are not being attained. For teachers, the outcomes offer a guideline towards curriculum delivery and towards evaluation of performance, both in terms of instructor and learner. The various departments of the college make it a point to keep reviewing the attainment of the outcomes of the perviously Implemented syllabuses at UG & PG level at regular intervals. The new syllabus has been adopted from 2022-2023 hence its evaluation of attainment of outcomes will be done in the coming years. In this academic session 2023-2024 the IQAC constituted a Committee of Teachers to evaluate the attainment of outcomes on the basis of the results of last five years.

20.Distance education/online education:

Post-covid, online education has become an important part of the educational pedagogy in the academic institutions. The use of online resources for teaching and learning has now become a staple at the institutional level. The teachers of our college convene and participate in online conferences, seminars, and FDPs from time to time. Online education has enabled the institution to tide over many physical challenges to teaching and learning. Compulsory courses such as Understanding India which are imparted to a large number of students, are delivered online. This enables the institution to handle the challenges of physical space and effective curriculum delivery. Several departments of the college organize online guest lectures for their students in order to bring to them the knowledge and expertise of professionals who are geographically distant. The teaching and learning method in the classroom also blends online sources with physical books so as to bring to students the maximum advantages of the digitalization of education. A number of online value added certificate courses have been successfully run by various departments of the college. Several mentoring sessions are conducted by teachers online. In the field of co-curricular activities also, online submissions and the use of google forms for screening rounds in case of events like quiz and essay writing competitions are encouraged. The different student wings of the college are organising various online events. Extra online classes are also engaged by teachers of various departments for tutorials and for mentoring slow learners. As far as itroduction of formal degree/ diploma courses in the distance/ online mode is concerned our affiliating uiversity has not taken any dicision in this regard. The college is also running the Studies Centres of IGNOU and Moulana Azad National Urdu University.

Extended Profile

1.Programme

1.1   **29**

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

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

2.Student

2.1   **5192**

Number of students during the year

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

2.2   **850**

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

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

2.3   **2188**

Number of outgoing/ final year students during the year

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

3.Academic

3.1   **91**

Number of full time teachers during the year

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

3.2   **106**

Number of sanctioned posts during the year

Extended Profile

1.Programme

1.1	**29**
Number of courses offered by the institution across all programs during the year	

File Description	Documents
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2.Student

2.1	**5192**
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Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	**91**
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	**106**

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**41**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**405.90713**
4.3 Total number of computers on campus for academic purposes	**160**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

A well-documented process is in place for curriculum planning and delivery. The distribution of syllabus takes place through a departmental meeting at the beginning of the session. The syllabi as well as the distribution of the syllabus are uploaded on thewebsite.The students are also informed about the Syllabus Distribution before the commencement of each semester. Teachers prepare a teaching planbefore the commencement of eachsession. Each department has its individual routine with the synchrony of the routines of the various departments being well-assured. The delivery of syllabus in the classroom takes place through lectures supplemented by the use of ICT tools.Daily teaching reports are used by teachers to record the topics covered by them in their individual classes. All teaching reports are submitted to the In-charges of the concerned Faculty who, in turn, derives a list of classes taken by each teacher in the month. Regular feedback regarding curriculum delivery and coverage is obtained from the students. A regular monitoring of

the curriculum distribution and planning are also carried out through review meetings. The heads of the departments and the in-charges of different faculties are continuously watchful about the implementation of syllabus distribution and lesson plan. In case of non-completion of curriculum on time teachers are advised to engage extra classes. The use of online modes of learning is allowed in case of long vacations and class suspensions (due to heavy university exams).

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

The institution adheres to the academic calendar and syllabus of the parent university with regards to the commencement of classes, teaching and learning, and final examinations. However, within this framework, it has the autonomy to frame its own academic calendar and to schedule its various academic activities including its Continuous Internal Evaluation activities like tests, assignments, projects and vivavoces. Continuous Internal Assessment constitutes an important part of the academic calendar. The modes of internal evaluation and their tentative time-frames are decided individually by the departments. Departments choose their own formats and designs of evaluation depending upon the interest exhibited by the students on various fronts of teaching and learning and their assessment requirements. Internal evaluation initiatives are carried out in accordance with the academic calendar.

It is pertinent to note that the parent university implemented the CBCS curriculum at the UG and PG level from the session 2017-18. From the session 2022-23 new LOCF based syllabus was adopted after the implementation of Four Year Under Graduate Programme (FYUGP) under NEP 2020. However the CBCS curriculum is still applicable at the PG level.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

A. All of the above

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

1.2 - Academic Flexibility

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

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

29

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

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

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

1

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	<u>View File</u>
List of Add on /Certificate programs (Data Template)	<u>View File</u>

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

77

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	<u>View File</u>

1.3 - Curriculum Enrichment

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

The institution follows the curriculum laid down by the parent university. These issues are well-integrated into the curriculum. The syllabi of Honours/Major/Core courses as well as GE, Minor, Ability Enhancement courses and Skill Enhancement coursesemphasise these key issues. Issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability are transacted by the teachers both in terms of content anddelivery. Papers, like Environmental Studies etc, ensure that studentsare made conscious aboutregarding their immediate geographical environment, the threats posed to it by human activities, and the role of moral and ethical principles in everyday conduct and decision-making. 'Understanding India' is a compulsory paper at the UG level that intends to introduce students to the country's rich history and its manifold diversities in terms of climate, vegetation, culture, language, and religious and literary traditions. TheFYUGP syllabialso

contains topics that address these pertinent issues. The teachers address these issueswhile transacting the curriculum. Their lectures bring into focus the issues of ethics, gender, human values, environment and sustainability, and open them to the students.Classroom activities and assignments are also planned to stimulate and encourage the thoughts and ideas of students on these dynamic issues. Events like poster-competitions, model-exhibitions, play-acting, essay writing, public speaking, and fine artare also ways in which the institution attempts to foster consciousness among students.The frequent convening of lectures, workshops and seminars on these topics also play a major role in integrating these issues in curriculum delivery.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	[View File](#)

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

29

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Institutional Data in Prescribed Format	[View File](#)

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

1284

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://karimcitycollege.ac.in/2024/08/04/1-4-1/
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	**No File Uploaded**

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

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	https://karimcitycollege.ac.in/2024/08/04/1-4-1/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1614

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	[View File](#)

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

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

521

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

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

The institution assessesthe learning levels of the students regularly. Learners are classified intoslow and advanced on the basis of their grasping ability,class performance, performance in Internal Assessment Tests and performance in End Semester Exam. Initiatives are taken to encourage both groups of learners. Each department of the institution assesses the status of learners by observing and evaluating their participation in class discussions, their performance in internal evaluation, their result of End Semester Examsand through personal discussions with them during mentoring sessions. Having identified advanced and slow learners, the departments make special efforts to encourage and motivate both sets of students through appropriate strategies. Special care is taken during mentoring sessions to motivate these learners. Special classes on grammar, academic writing and problem-solving methodologies are organized for slow learners. They are also aided by being provided with additional learning resources such as books, articles, sample questions and ready support from every teacher of the department concerned. The advanced learners are motivated

to keep up their performance and encouraged by offering them opportunities to represent their departments and the college on several levels. They are also offered mentoring, counselling and career guidance towards modes of higher education appropriate to them. Slow and advanced learners are encouraged to interact with each other and participate in discussions and sessions together so that they can influence each other in encouragement and empathy. Mentor- Mentee meetings forUG students and tutorial classes for PG studentshelp to supportadvance and slow learners.

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

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

Number of Students	Number of Teachers
5192	91

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

The institution encourages participative learning by offering its students ample opportunities for participation in learning methodologies, the manner of syllabus coverage, and the mode and designing of internal evaluation. Students are encouraged to introduce ideas from their prescribed texts in class, to read from textual material, to perform and discuss them, and to initiate debates on pertinent issues. Experiential learning is encouraged by the institution through student learning activities such as project works, poster exhibitions, powerpoint presentations and model exhibitions. Surveys and excursion trips are also carried out by several departments of the college. Collaborative learning in groups is also encouraged and students are invited to bring new ideas for teaching and learning into the classroom and to share proposals regarding the adoption of new learning methodologies with their teachers. In many

departments, screenings of films, documentaries and other visual material is also done to introduce theoretical ideas to students. Some departments have also initiated the idea of an annual Core Committee of representatives drawn from all four batches of undergraduate students. This Committee is responsible for generating and brainstorming on ideas for student-centric participative learning and for conceiving and offering administrative support to all departmental activities, thereby encouraging students to responsibly participate in the teachinglearning process. Mentoring sessions for UG students and Tutorials session for PG students also work as student centric methods.

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

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

All teachers of the institution use ICT enabled tools as an integral part of the teaching-learning process. A mix of recorded lectures, youtube videos, online presentations, and web resurses are used by the faculty members in a very satisfactory manner for classroom teaching and discussions. The online and offline virtual library facilities, INFLIBNET and theWeb Portal of the college also play an important role in enhancing ICT opportunities available to students. The use of e-texts and submission of e-assignments are encouraged by teachers in the classroom to reduce the use of paper. E-Study material is frequently shared with students to maximise their exposure to available online sources of learning. Several teachers of the institution have successfully participated in online workshops, FDPs and seminars during this session to enhance their skills on the integration of ICT as a learning tool. Lectures by academic experts from across the globe are frequently organized for students via Google Meet to accomplish the optimum usage of new learning opportunities available in the post-pandemic world. Students are also encouraged to use digital methods of learning organized via Swayam in order to add on to their knowledge repertoire and to remain abreast of new subjects of learning. The college has 12 e-class rooms that are equipped with projectors computers and internet facilities. The e-class rooms

have either smart boards or automated screens or white boards.

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

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

2.3.3.1 - Number of mentors

91

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	**No File Uploaded**
Mentor/mentee ratio	**No File Uploaded**

2.4 - Teacher Profile and Quality

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

91

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

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

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

59

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

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

2.4.3.1 - Total experience of full-time teachers

1242

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

2.5 - Evaluation Process and Reforms

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

The mechanism of internal assessment followed by the institution is transparent and robust in terms of frequency and mode. Internal assessment is conducted by the various departments of the institution according to the academic calendar. After the implementation of FYUGP Curriculum in 2022 the examination department of the college is conducting a collective and centerlised a written test of all UG students as written tests are an important component of internal assessment. The syllabus, date and mode of internal assessment are intimated to the students by the departments well in advance and generally includes the submission of an assignment that has been worked upon at home and a written test/viva-voce. Attendance during tests is mandatory and is duly recorded in signed sheets and unless there are pressing reasons on part of the absentee, retests are not entertained. Only if students are absent from the test for valid reasons (NCC, NSS, Sports, Competitive

Examinations, illness, family issues), re-tests are scheduled to specifically assist them. The assessed sheets/ assignments etc. are returned with marks and comments to students who are free to approach the concerned teacher and/or the Head of Department regarding any doubt, clarification or discussion of performance. Apart from the formal internal assessment, informal assessment sessions in various modes such as quizzes, presentations, seminars etc. are regularly initiated by teachers to keep their students abreast of their preparation for examinations.

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

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

The mechanism to deal with internal examination related grievances is transparent, time-bound and efficient. The Departments are authorised to look after the grievances related to internal assessment.Internalexaminations in the institution are held well before the endsemester examinations, thereby offering ample time and opportunity to students to address their grievances, if any, concerning it. The question-papers of written tests and attendance thereof is well-preserved. Answer-sheets of internal examinations are returned to the students with marks and comments and they are given a time- eriod of one week to contact the respective teacher in case of any doubts and grievances. In case, the particular teacher against whose assessment there is a grievance is unavailable or fails to satisfy the student, the student is free to approach the Head of Department forclarification. Grievances that are deemed authentic and justified by the department are easily and swiftly resolved. However, in case the student's claims are invalid, parentteacher-meetingsand the intervention of the Principal are needed to clarify the issue.

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

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Currently two types of curriculum is implemented at the UG level. One is the CBCS 2020 curriculum under which the UG students who took admission in 2020-2021 & 2021-2022.The second curriculum is related to FYUGP under NEP 2020 which was implemented from 2022-2023 and UG students who took admission in 2022-2023 & 2023-2024 are coved under this. Thestudents of PG are also coverd under CBCS 2020 curriculum. The Programme Outcomes, Programme Specific Outcomes and Course Outcomes related to CBCS 2020 curriculum is stated and displayed on the college website and the same hasalso been communicated to the students in their induction meeting. A hard copy of the outcomes are kept in the departments concerned. The teachers are also well aware about all the outcomes.Under FYUGP all outcomes are clearly outlined in the FYUGP syllabus laid down by the university and all outcomes are clearly displayed on the college website. Students and teachers are aware of these outcomes. Keeping the goals of the outcomes in mind the departments design appropriate modes of internal evaluation and co-curricular activities. During Induction Programmes the attention of students are drawn towards these outcome.The learning outcomes are regularly assessed and emphasized by the IQAC.The students are instructed in the classroom and through tutorial and mentorship meetings to keep assessing their performance in the light of the prescribed outcomes. Much of the feedback on teachers and the teaching learning process is also based on these educational outcomes.

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

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

The Programme Outcome, Programme Specific and Course Outcomes of the various courses offered by the institution are regularly reviewed and assessed by it at three different levels. At the

10-03-2025 11:14:00

departmental level, this assessment is done by the teachers themselves who assess the performance of students to ascertain how far these outcomes have been attained. All teaching-learning activities are planned and designed by the department keeping these outcomes at the centre and theattainment of these outcomes is evaluated through the participation of students in classroom discussions and the marks obtained by them in tests and vivavoce examinations.At their individual level, the students are encouraged to assess their accomplishment of course outcomes in terms of knowledge acquired and quality of performance in terms of marks obtained. At the institutional level, the IQAC monitors the attainment of course outcomes. It obtains feedback on teachers and on the teaching-learning process on the basis of the prescribed outcomes. The semester-end results are alsosubstantially indicative of the attainment of outcomes. The IQAC has created committee of teachers which assesses the attainment of outcomes on the basis of final year results. On the whole, the college is proud to state that its Pos, PSOs and Cos are well-attained and this is reflected in the good academic performance of students in University Examinations as also in their career graph of their lives.

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

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

1430

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

2.7 - Student Satisfaction Survey

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

https://karimcitycollege.ac.in/wp-content/uploads/2024/02/Student-Satisfaction-Survey-with-ATR-2020-21.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

8

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

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

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

0

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

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The IEIC has focused on sustainable development and social entrepreneurship this year. The awareness & sensitization programme for the students in this regard was arranged. An awareness session on Social Entrepreneurship & Sustainability by Koru Foundation was organised on a big scale. The session included film screening, lecture, and Q & A. The session created an ecosystem for innovative thinking to utilize all types of wastes into productive articles. Another awareness session with regard to climate change & use of solar energy was held for the students. The audio-visual material prepared by Chetan Singh Solanki, 'The Solar Man of India' and TEDx Speaker is a professor at IIT Bombay, Founder of Energy Swaraj Foundation, Brand Ambassador of Solar Energy was an eye-opener for the students. The two important takeaways were- first, all innovations must be environment friendly andsecondly, an urgent need to act is required to pause the damages happening to climate in the name of development. The institution is also concerned about innovation in transfer of traditional knowledge. In the cultural segment, there is a need for conservation of traditional music & dance. A better understanding of copyright issues related with folk music needs to be addressed. All these areas were addressed when the institution organized a cultural evening in collaboration with SPICMACAY for students. The mesmerizing evening taught students about the rich folk culture of Rajasthan, the social status of artistes and the learning method called GURU-SHISHYA parampara (Indian method of knowledge transfer)

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

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

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

3

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

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

22

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	**No File Uploaded**

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

36

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

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

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

18

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

3.4 - Extension Activities

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

In the session 2022-23,various student platforms of the college – NCC, NSS, Rotaract Club, Women's Cell and SPArC undertook arange of extension activities to establish a connection between students and their immediate social community:

•The NSS organized their annual drive to distribute food, clothes, books and medicines to villages adopted by the NCC and NSS wings of the college as well as to other underprivileged people in the city Cleaniliness drives Awraness drives and Health camps were alsoorganised. •The NCC wing organized several blood donation camps, Awareness programmes etc in various parts of the city. •The Women's Cell organized activities such as Comic Scripting, Essay Competition, and Poetry Competition to sensitize students on gender issues in addition to talks on empowerment, women's hygiene, and physical and mental health. •The literary forum of the college, SPArC encouraged students to respond to the world via the medium of art. Through art

exhibitions, short-story writing, poetry recitations, plays, musical recitals and dance performances on important social issues, the students explored unique modes of weaving art out of experience. ·The various departments of the college organized lectures and talks on subjects such as IPR, human rights, gender diversity, and NEP in order to keep teachers and students connected with events on the social plane.

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

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

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

08

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

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

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

129

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

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

2564

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

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

12

File Description	Documents
e-copies of related Document	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	[View File](#)

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

4

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institution has good infrastructure facilities to effectively conduct teaching and learning.

·It has two well-equipped campuses, its main campus hosting UG and PG courses and the other hosting its Faculty of Education. ·The Main Campus has 28 classrooms including 11e-classrooms, and 16 laboratories. The e-classrooms have ICT facilities including Smart Board, Projectors, Computers, Sound Systems, and Internet facilities. ·The college has sufficient laboratories: 2 in Botany; 2 in Physics; 2 in Chemistry; 2 in Zoology; 2 for Psychology; 1 for Geography; 3 for Computer Applications & Information Technology; 1 Math Lab and 1 Lingua Lab. ·The Department of Mass Communication has a Media Appreciation Room and two separate Studios for Shooting and Recording. ·There are more then 240 Computers with LAN Connectively. Students are given free wi-fi as well as free net-surfing in the Virtual Library. ·A special cabin exists for Visually Challenged Students, equipped with software to convert written text into audio text. ·An Auditorium and an open-air stage are available for cultural performances. ·The new campus has 05 classrooms, 07 Labs, 04 special rooms for music, tailoring & craft, sports, and

one ICT enabled e-class room, separate common rooms for boys and girls, library with reading room, Language Lab, Computer Lab and a Multipurpose Hall.

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

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

Though the institution has a small campus, it makes effective use of its space while ensuring the provision of all facilities to students through tie-ups with responsible authorities:

·The College has a tie-up with the Sports Departments of Tata Steel and utilises its sports facilities for its students. Outdoor and Indoor sporting facilities are made available to the students of the college at the JRD Tata Sports Complex. ·The College has provisions for indoor games like chess, carrom etc. in the Boys and Girls Common Room. ·A gymnasium has also been established with separate timings for boys and girls to encourage students towards a fit lifestyle. ·The college has an open-air stage as well as an auditorium for events and cultural performances. ·All student platforms of the college such as NSS, NCC, SPArC, Rotaract, and Women's Cell have their own offices for holding meetings and discussions. · There is a special meeting room that can be used for meetings with larger student bodies. Two rehearsal zones are also created for the students. ·The students of the college have been performing exceptionally well at almost all sports and cultural competitions. They have won laurels for the institution at university and interuniversity sports meets and cultural festivals, an evidence of their institution's commitment towards bringing out the best in them.

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

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

12

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

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

4,05,90,713

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

4.2 - Library as a Learning Resource

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

The library is fully automated with Integrated Library Management Software (ILMS) since the academic year 2016-2017. Through the software, the library provides various services and facilities like OPAC, (Multiple Searching) for Students, faculty and library staff, log in and log out status of students and faculty, circulation of books, stock verification and preparation of various reports. The users can search the library online catalogue by author's name, title, subject, and other keywords with the MOPAC App provided by the Library. All the

books are accessioned with barcode stickers for automatic scan during the processes of issue and return to the library.The library also runs its offline e-library portal named Rauzan which can be accessed by the students inside the college campus only. Old and out of print books are scanned and uploaded on the portal. E-books, E-journals and previous years question papers are being made available for the students. The students may also upload books or study materials on the portal for the benefits of others.

Nature of Automation: Fully Automated. It is totally server based application software, the library staff by taking care of their as well as sometime client's requirements pertaining to the library operations. Its state of the art Cataloguing, Circulation, Web OPAC (Online Books Searching & Reservation), Journals/Periodicals, Various Reports modules and Bar coded Circulation.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

B. Any 3 of the above

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

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

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

4.10840

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

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

25834

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	**No File Uploaded**

4.3 - IT Infrastructure

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

The college has 240+ computers, all are connected to internet through LAN & WIFI. To avail uninterrupted service, college regularly updates & upgrade its IT facilities. The defective IT equipment like routers, switches etc are replaced as soon as the fault is detected. In the session 2022-2023 college has purchased 14 computers with licensed operating system & MS. office software. A total of 5 computers were upgraded with RAM, Processor, MIB etc. The antivirus software is regularly renewed to protect our computers from virus/ malware/ ransom war attack. The internet plans which are subscribed are as follows: 1) 200 MBPS Plan from DEN Broadband (Student WIFI) 2) 200 MBPS Plan fromDEN Broadband (Staff WIFI) 3) 4 MBPS lease line from BSNL (LAN) These subscriptions are renewed on due date so as to provide uninterrupted internet facility to college staffs & students. I) Students WIFI facility is run through a server computer with windows 7 professional 32 bit it has 2GB RAM, 3:30 G.HZ. 13 processor and quick heal antivirus. II) MIS server computer with windows server 2008 enterprise 32-bit, 4 GB RAM, 3:30 Ghz i3 processor and Macfee antivirus. III) Proxy server WIFI for teachers & students run through ever computer with

windows 7 ultimate 32-bit, 4 GB RAM, 3:00 Ghz processor, 500 GB HDD and quick heal total security antivirus.

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

4.3.2 - Number of Computers

240

File Description	Documents
Upload any additional information	**No File Uploaded**
List of Computers	<u>View File</u>

4.3.3 - Bandwidth of internet connection in the Institution   **A. ? 50MBPS**

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

4.4 - Maintenance of Campus Infrastructure

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

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

325.08361

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

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

The college ensures that its physical, academic and support facilities are well maintain andwell-utilized: · Faculty-in-Charges look after the routines and classes of different faculties. ·The Head of Departments are responsible for the proper upkeep of their departments and laboratories. The Head of the Departments also ensure proper management of classes. ·The Librarian and the Prof-In-Charge of library look after the library and readiing room facilities. ·The Sports In-Charge and Common Room In-charges are responsible for the maintenance of the related facilities. · Proper use of the MIS is looked after by a Prof. In-Charge and his team. Network Administrator ensures proper upkeep of Computer, IT, ICT, Internet and WIFI facilities. MIS is provided by Mastersoft, an IT services company. ·The computers and the electronics items are looked after through an AMC. ·The college also has AMC for the maintenance of E-Classrooms and other ICT facilities. ·A Property In-charge, and a Care Taker ensure the maintenance and management of classrooms, laboratories and all the facilities. ·Electricity and Waste management in the campus is taken care of by JUSCO, a sister concern of Tata Steel. The college has MOUs with Hulladek and Koru Foundation to look after the E-waste and Waste Management respectively. Koru Foundation is also involved wirth the Green audit of thecollege.

A team of Teachers and Non- Teaching staffs looks after the auditorium, Gym and Student Activity Centre.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

903

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

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

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

249

File Description	Documents
Upload any additional information	[View File](#)
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	[View File](#)

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and   **B. 3 of the above**

hygiene) ICT/computing skills

File Description	Documents
Link to Institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	[View File](#)

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

51

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

51

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

114

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

146

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

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

government examinations)

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

9

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<u>View File</u>

5.3 - Student Participation and Activities

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

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

24

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at univ ersity/state/national/internation al level (During the year) (Data Template)	<u>View File</u>

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

Although the institution does not have an official Student Council, it ensures the participation of its students in

administrative decision-making functions and in co-curricular planning and execution through bodies composed exclusively of student representatives.

- The NCC wing of the college has 160 cadets the NSS wing has more than 100 volunteers. Different groups of students are responsible for monitoring various activities within these forums.
- The college's literary and Cultural forum, SPArC, has a full-fledged Student Organising Committee consisting of four secretaries and around eighteen to twenty members. The annual college magzine namedSparkling Spanis managed and published by a student editorial board.
- The Rotaract Club of the college also has a full-fledged student body with students as President, Vice President, Secretary, Treasurer, Directors and members
- The Women's Cell of the college has a substantive body composed of student representatives among its members.
- Apart from this, there are two student representatives each in IQAC and RUSA Cell
- Each and every co-curricular, extracurricular, and extension activity of the college has students actively participating in its planning, management and execution. The Englihdepartmenthas a unique practice of appointing class repreantative from its each batch of UG & PG sstudents. The department also hasa core team of students to look after the activities of the department.

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

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

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

43

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	[View File](#)

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

- **The College has a well-performing Alumni Cell although it has not yet been officially registered.**
- **Alumni members constitute an important part of the institution in terms of offering guidance, encouragement, support and mentorship to the students who are or had been studying here.**
- **The institution organizes an annual meeting sometime during the winter months to meet its members, to take suggestions from them and to strengthen its linkages. The Alumni Meet was organized this year in November.**
- **Alumni feedback constitutes an important source of institutional feedback.**
- **Apart from the general Alumni Cell of the college, many departments maintain their independent alumni records andorganize programmes from time to time to keep in touch with their members and to secure their assistance in the mentorship of their departmental juniors. The Department of English, for instance, organizes an annual event titled Alumnus Speaks in which an alumnus is invited to speak to the fresh batch of students about their experience in the department and the job opportunities in the world outside. The one-hour talk is followed by a half-hour Q A session which often helps freshers understand their educational goals in a clearer light. This session is entirely a student affair conducted in the presence of the Class Representatives and in the complete absence of the faculty members of the department.**
- **Apart from this, departments also invite successful and**

illustrious alumni members in various fields to share their expertise with students and to offer career guidance.

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

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Karim City College (A Muslim Minority Institution run and managed by Karim's Trust, Jamshedpur) is the dream fulfilment of our visionary founder late Syed Tafazzul Karim, who established this College with Pre-University Courses in 1961 with a MISSION to impart quality education and to provide better opportunities of higher education to the weaker sections of the society particularly to the Muslim minority. The VISSION animating itsfoundation wasto sow the seeds of humanity and community building by offering the deprived sections of society access to quality education and this vision has constantly been persued. The governance of the institution is reflected of its vision and mission and a greater boost has been given to championing education by emphasis on quality and encouragement to good students through scholarships and greatereducational opportunity. In the last 20 years, after the first cycle of NAAC accreditation, the college has witnessed a steady course of progress.

The college has engaged sincere and able faculty members and nonteaching staff, expanded its student base, strengthened its teaching learning activities, promoted cocurricular, extra curricular and extension activities. the college has espoused

the issues ofgender equality, inclusiveness, communal harmony, ecological awareness and national integration through its events and programmes. Discipline constitute and important institutional concern along with focus on character building and civic responsibilities.

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

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

The college strives to accomplish a decentralization of the decision-making process and to inculcate and endorse principlesof participative management as part of its regular institutional practice.

- Faculty members, Non-Teaching Staff and students work together to organise and manage the various events and programmes as perthe CollegeActivity Calendar.
- Teachers are appointed as In-charges to look after the vocational courses and as coordinators or conveners of different bodies like Women's Cell, NCC, NSS, Rotaract Club, Sports and SPArC. They undertake responsibilities of IQAC, RUSA, Employability Enhancement Unit, Anti Ragging Cell, Grievance Redressal Cell etc.
- Teachers look after the management of library, reading room, virtual library, website, ICT facilities, internet, LAN and MIS, common rooms, Admission and examination cells through various committees.
- Senior teaching members are appointed as Faculty Incharges of Humanities, Social Science, Commerce and Science to co-ordinate academic activities.
- Committees are constituted for the organization of significant events like national seminars, and the organisation of Inter College Sports Meets and University Youth Festivals etc.
- The college gives sample representation to students also in different bodies of the college and no activity of the college is organized without the involvement of its students in the act of planning and execution.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

We make constant efforts to achieve the targets set in our institutional strategic plan.

- **IQAC sets theagenda based on the perspective and strategic plan at the commencement of every academic session andcoordinate with the college management, officials, departmental heads, incharges of different college bodies for itsdeployment.**
- **As per plan we have established a Research and Development cell in order to encourage a culture of research among our students and to support our teachers in the research plans.**
- **The college has already started the teaching of Postgraduate course in English and PG Diploma course in Guidance and Counselling from this academic session.**
- **The college hasestablished Department of Business Administration to look afterBBA programme from the academic session of 2023-24.**
- **The college has signed an MoU with Artists of Jamshedpur, a cultural organisation to organise various culturalevents.MoU with RVS Engineering College, Jamshedpur and Alkabir Polytechnic Jamshedpur has been done for the purpose of academics and sports.**
- **The Placement Cell of the college has become more active in this academic session and it has organised a number of placement drives and facilitated our students to participate in several placement drives and job melas in different institutions.**
- **The different student platforms are continuously organising awareness programmes, sensitisations drives, literary and cultural events, lectures, online events, commemorative days, and a plethora of competitions among students.**

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The functioning of the college and its different bodies is in accordance with its policies, vison and mission and it is efficiently visible in its administrative setup, appointments and service rules. The Governing body consist of President, Vice President, Secretary, a few members, the Principal, University Representatives and Teacher's Representative. Working has been decentralised for fair and smooth functioning. Academics is looked after by the In-charges of different faculties, Head of the departments and In-charges of vocational courses. The Administration has also been segregated into Admission Incharge, Controller of Examination, Bursar, Library In-charge, Discipline In-charge etc. Several Committees and Cells like Admission Committee, Scholarship Cell, Research Committee, Promotion Committee, Property Committee, Purchase Committee, Internal Complaint Committee (for staff), OBC Cell, SC/ST Cell, and Minority Cell etc are functional. Student Platforms like NCC, NSS, Sports Cell, Women's Cell, Rotaract Club, SPArC(Society for Promotion of Art and Cultural) look after the different activities of the students. Placement Cell, Career Planning and Guidance Cell, Innovation & Incubation Cell, CIIYuva, Excell Program are some services for the placement, career and skill development of the students. The college has a Discipline Committee, Anti Ragging Cell and Grievance Redressal Cell etc. IQAC of the college is actively looking after its responsibilities.Teachers Association, Non-teaching Staff Association, Welfare Committee, Credit Society and Internal Complaint Committee are serving the interest of the employees. With regard to appointment and promotion the college follows the norms of the state government and the parent university.

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

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The Institution is sensitive towards the welfare and benefits of its teaching and non-teaching staff. The following welfaremeasures are available:

- **Financial Support to the College Teachers Association and to College Non-Teaching Association for their functions and activities.**
- **Fee waivers for the ward of teachers and non-teaching staff in case they are taking admission in the college and requested for the same.**
- **Karim City College Teachers Welfare Society and Karim City College Non-Teaching Staff Welfare Society are run as a joint venture between the teachers/non-teaching staff members and the college in which the college contributes the largest share of funds annually. The financial resources of the society have been utilized for providing**

- loans in emergency requirements like illness or marriage in the family etc. The total amount collected in the name of the employee is given to him/her at the time of retirement.
- Duty Leaves are granted to faculty members in connection with research projects or for attending seminars/conferences/workshops or any other faculty development programmes.
- The laboratories and library are available to teachers pursuing their Ph.D. or research projects.
- Gratuity and other retirement benefits are given to teaching and non-teaching staff at the time of retirement.

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

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

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

0

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

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

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

0

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

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

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

35

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

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

The institution appraises the performance of teaching and nonteaching staff through many avenues.

- The data related to teachers contained in the Student Feedback Analysis Report is used as information for the performance appraisal of teachers and non-teaching staff.
- The SWOC Analysis Data taken from the students is also used for teacher's appraisal.
- The daily class reports with regardto classes engaged by the teachers are also analysed for the evaluation of performance on a monthly basis.
- Individual and closed-door meetings with low performing teachers are organised in an effort to motivate them towards better and committed performance.
- Apart from this, the college constitutes a Performance Appraisal and Scrutiny Committee at the time when teacher's promotion scheme is undertaken by the university. The application forms and relevant data and documents of the teachers are appraised and scrutinized by this Committee for the purpose of taking the Promotion process forward.
- Individual Performance Appraisal Reports duly approved by the college GB are issued to the teachers applying for governmental promotional schemes.
- The IQAC is also quite watchful in this regard. The exercise of Student Feedback and its analysis as well as the task of SWOC Analysis has been undertaken by the IQAC.
- The IQAC also takes feedbacks from the students with regards to the teaching-learning process.
- The data collected through Student Feedback and SWOC analysis with regard to the performance of non-teaching staff alsoworks as an appraisal mechanism.

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

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The accounting procedures involve a systematic process, beginning with bookkeeping and culminating in audits to ensure financial accuracy and compliances. Initially accountant records daily transactions including tuition/monthly fee, any fund

received from University or Govt agency, expenses and payroll, using double-entry accounting of financial transactions in license version of Tally ERP software and in manual records. On monthly basis the reconciliation of Bank statement and fee collection is done.

The College receives various bills for services, supplies, and operational expenses. Authorized personnel, Bursar or Purchase Committee review and approve the bills based on budgetary allocations.Bills duly approved by the accounts section and the principalare then processed for payment.As financial data accumulates, accountants prepare financial statements, such as income statements and balance sheets, providing a comprehensive overview of the institution's financial health. Regular reconciliations verify the accuracy of financial records, identifying and rectifying discrepancies.

The College conducts internal audits toassess the effectiveness of internal controls, evaluate compliance with policies, and identify areas for improvement. This proactive approach helps mitigate risks and enhance financial governance.

At the end of every financial year External audit has been conducted by independent auditors for filling of Income Tax Return and for the purposes of different statutory and regulatory bodies. The Audit reports are submitted before theCollege GB. In case of any objections or discrepancy a compliances report ia also generated.

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

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

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

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

The College is a deficit-grant college receiving salary grants for teachers and non-teaching staff working against permanent and sanctioned posts only. The salary of teachers and nonteaching staff working on non-section post is looked after by the college.All other expenditure is also looked after by the college through its own resources.

- **The College meets its expenses from the fee collected from the students.**
- **All legitimate financial requirements are addressed within a stipulated time frame. Urgent requirements are addressed through direct order. For planned expenses proper quotations/tenders are invited.**
- **The College has an approved list of vendors and suppliers which is reviewed regularly.**
- **Being a Trust college, there are no hardships inallocation and release of funds from the competent authorities. Budgeting and auditing is a regular exercise and utmost care is taken to ensure optimum use of funds.**
- **The College mobilizes all its resources, financial, physical and human to its optimum. Purchasing, Construction, Renovation, Upgradation is a regular phenomenon which have been addressed very wisely by the competent authorities.**

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

- **Preparation of 5 Year Strategic Plan & 20 Year Perspective Plan**

- **Suggested to introduce Short-Term Value-Added Courses (VAC)**

- **College Code of Conduct**

- **Academic & Activity Calendar**

- **Annual Reports by Academic Departments and Students Platforms**

- **Policy Documents on Feedback Mechanism, Scholarship/ Free-ships/Fee Waivers/Instalment Payments & Excellence Awards,E-governance, Green Campus & Environmental Initiative and Financial Assistance to Teachers**

- **E-waste Management**

- **Quality Audits**

- **Feedback Mechanism**

- **Syllabus Distribution & Lesson Plan**

- **Parent Teacher Meeting**

- **Advance & Slow Learners Practice**

- **Mentor-Mentee Practice**

- **Preparation, Uploading & Evaluation of Pos, Pos, Cos**

- **Library Portal, Alumni Portal**

- **MIS & Digitisation**

Activities of Last Year

Health Checkup Camp in collaboration with National Urban Health Mission (NUHM) 9th Dec 2023

Sambhavna A talk show on career for the Plus Two Students of our Intermediate Section 2, 9 & 16 Dec 2023

Understanding FYUGP An awareness workshop for the students by Dr. P. K. Pani, Ex Exam Controller & NEP Coordinator, Kolhan University 7th Dec 2023

Student Workshop on Academic Self-efficacy 19th Dec 2023

ONLINE LECTURE ON NAAC PREPARATION For Teachers by Prof. (Dr.) Aftab Alam Department of Management Studies JAMIA MILLIA ISLAMIA28 Dec 2023

Lecture on Research Methodology for PG Students by Dr. Saroj Kumar Associate Professor & Head, Dept. of Geography Vinoba Bhave University 13th Jan 2024

EDUCATION CONFERENCE JAMSHEDPUR 18th February 2024Joint Venture with Pahcchan Foundation, Jamshedpur

INSPIRATHON,Dream, Aspire, Achieve, an online career counselling series:Aspiring Civil Services Talk by Haris Bin Zaman, IPS Superintendent of Police, Lohardaga, Jharkhand 24. 12. 2023

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

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC of the college plays an important role in planning and reviewing the academic, administrative, financial and student support facilities of the college.

·As the chief body of planning and implementation in the college, the IQAC is instrumental in assessing the prevailing academic scenario and in introducing new ideas for institutional implementation.

The chief concerns of the IQAC include academic decisions and the enhancement of teaching and learning and to accomplish this it organizes review meetings with the Principal, Head of the departments, library, examination cell and various student platforms from time to time. Such decisions help it in

understanding wider issues and framing academic policies.

The IQAC invites Student, Teacher, Parent and Alumni Feedback and undertakes SWOC Analysis, Student Satisfaction Survey and Academic Audit on an annual/ regular basis. This helps to review the teaching learning process, assess the contribution of the teachers, the benefit to students and to offer corrective measures wherever necessary.

All reports prepared by the IQAC are presented before thePrincipal and meetings are convened with teaching and nonteaching staff members to discuss the findings of the concerned reports.

Regular meetings with the various stakeholders of the institution is another process that helps to ensure that the institution is working in tune with its vision and mission and is playing its role effectively in society.

Various motivational and awareness programmes are organised by the IQAC to address the above issues.

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

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

B. Any 3 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

1. SANITARY PAD DISTRIBUTION AND HEALTH AWARENESS DRIVEin Guru Nanak High school Sakchi on 13th October 2023.

2.LECTURE/ TALK BY SHREESTI KUMARI:Women's Cell organised a talk with an alumnus of the college on Women Inspiring Women: Conversations on Empowerment was held on 7th November 2023. Shreesti Kumari, Senior copywriter in the Advertising Industry.

3.LECTURE/ TALK BY POOJA SANNIGRAHI:Women's Cell organised a talk with an alumnus of the college on Women Inspiring Women: Conversations on Empowerment was held on 7th December 2023. Pooja Sannigrahi, National Medalist in Strengthlifting shared her experiences in sports.

4.DIGITAL POSTER MAKING COMPETITION:On the occasion of Human Rights Day, a digital poster competition was held on 10th December 2023.

5.GUFTAGU: COME & TALKon 14th December 2023.

6.INTERNATIONAL WOMEN'S DAY

7.INTERNATIONAL WOMEN'S DAY ACTIVITIES:ESSAY COMPETITION: Annual essay writing competition "Remembering the Stalwarts – Inculcating Pride in Indian Womanhood" was held on 28th February 2024.

8.INTERNATIONAL WOMEN'S DAY ACTIVITIES: COMIC SCRIPTING COMPETITION:on 28th February 2024.

9.INTERNATIONAL WOMEN'S DAY ACTIVITIES:COOKING WITHOUT FIRE:on 4th March 2024.

10.INTERNATIONAL WOMEN'S DAY ACTIVITIES:POETRY COMPETITION: on29th February 2024.

11. INTERNATIONAL WOMEN'S DAY ACTIVITIES: Scrap Craft:29th February 2024.

12.TALK ON SAFETY:on 7th March 2024.

13. HEALTH & HYGEINE AWARENESS DRIVE: on 9th March 2024.

File Description	Documents
Annual gender sensitization action plan	https://karimcitycollege.ac.in/wp-content/uploads/2024/08/Annual-Report-WC-2023-24_compressed.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	**Nil**

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

D. Any 1 of the above

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

7.1.3 - Describe the facilities in the Institution for the management of the following types of

degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The college has two campuses and in both the campuses we take continuous and sustainable measures for waste management:

- **The main campus of the college is maintained by TATA STEEL. Hence its subsidiary concern named JUSCO (Jamshedpur Utility Services Company) takes care of all solid waste management of the campus.**
- **The solid waste management of our another campus which host our Faculty of Education is taken care of by the Notified Area Committee of that area.**
- **Old newspapers, and other useless/rejected paper junks are sold out to vendors for recycling.**
- **The liquid waste management is also done in the same process as mentioned with regard to the management of solid waste.**
- **For bio waste and hazardous chemical waste management the Head of the concerned departments, laboratory incharges and other staff have been made responsible.**
- **For electronic and electrical waste (e-waste) management the college has signed an MOU with Hulladek, a Kolkata based e-waste management and recycling company.**
- **The campus is totally polythene free. And the use of MIS, office automation software and digitisation have enabled us to minimise the use of papers in the last few years.**
- **The college has signed an MOU with Koru Foundation, Jamshedpur which is doing the Green Audit and Energy Audit of the two campuses.**

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

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

D. Any 1 of the above

campus

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

C. Any 2 of the above

1. **Restricted entry of automobiles**
2. **Use of bicycles/ Battery-powered vehicles**
3. **Pedestrian-friendly pathways**
4. **Ban on use of plastic**
5. **Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	**No File Uploaded**
Various policy documents / decisions circulated for implementation	<u>View File</u>
Any other relevant documents	**No File Uploaded**

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit   3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	[View File](#)
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

A. Any 4 or all of the above

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

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

The college offers an inclusive environment where staff members and students from various regional, cultural, communal, linguistic, socio-economic and other backgrounds can come together and learn tolerance, harmony and understanding. The

college has prescribed a uniform at the UG level in an effort to develop a sense of equality among students. The College Code of Conduct for staff and students has been uploaded on the website which addresses professional ethics, moral values, human values, rights and duties etc. Code of Conduct addressed to the students is also shared in the college prospectus. The literary and cultural platformorganises multi lingual debate, poetry, short story, essay writing competitions and events in Urdu, Hindi, English, Bangla and Odia. Representation is given to regional and cultural diversity in competitions and events. Awareness and motivational programmes on environment, gender, cyber-crimes, e-waste, environment etc areorganised. The NSS observes Communal Harmony Weekto carry forward the legacy of unity in diversity. The observation of International Translation Day, International Mother Language Day, World Poetry Day, World Theatre Day, Human Rights Day, International Women's Day, World Tribal Day, Anti-Tobacco Day, International Literacy Day, Ozone Protection Day, World Science Day, International Girl Child Day, World Aids Day, Earth Day etc. also help to build an environment of mutual respect.Lectures and talks are organised on the rights and duties of citizenship, on legal awareness, on civil rights, on civil safety, and on the role of youth in national development.

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

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

The institution attempts to sensitise its students and employees with regard to their national, constitutional, moral and human obligations and responsibilities through observing and organising different activities.

- National Voter's Day, Constitution Day, Human Right's Day, Women's Day, Teachers' Day, National Youth Day etc a few among such activities.
- Lectures and talks are organised on the rights and duties of citizenship, on legal awareness, on civil safety, on cyber-crime etc.
- The different student platforms organise a plethora of

events to inculcate the youth to be sensitive and law abiding citizens. Answer to 7.1.11 can be taken into account in this regard.

- The Women's Cell of the college continuously organises awareness and sensitisation drives with reference to gender, equity and inclusiveness.

The Institution attempts to inculcate constitutional values and obligations among its staff and students through the observance of important days such as Run for Unity, National Youth Day, National Voters Day, Gandhi Jayanti, Ambedkar Jayanti, Subhash Chandra Bose Jayanti, Lal Bahadur Shastri Jyanti, Vivekanand Jayanti, Constitution Day, Kranti Divas, Kargil Divas, Peace Day, National Unity Day, National Education Day, National Children's Day, Jharkhand Foundation Day and the grand celebrations on Independence Day and Republic Day.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

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

C. Any 2 of the above

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

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

Like our earlier practice the college, in 2022-23 made efforts to organise several events to mark commemorative days, events and festivals of national and international importance through different college bodies and student platforms.

- **The College NCC Unit organised the Independence Day, Republic Day, Teacher's Day, Gandhi Jayanti and NCC Day.**
- **The NSS Unit of the college organised Anti-Tobacco Day, International Literacy Week, International Human Rights Day, International Youth Day, National Sports Day, Ozone Protection Day, NSS Day, Gandhi Jayanti, Lal Bahdur Shastri Jayanti, International Girl Child Day, National Unity Day, National Education Day, Children's Day, Jharkhand Foundation Day, Constitution Day, World Aids Day, Voter's Day, World Water Day, World Health Day, Earth Day, Communal Harmony Week, Doctor's Day etc.**
- **SPArC (Society for Promotion of Art and Culture) the literary and cultural forum of the college observed World Poetry Day, World Theatre Day, International Mother Language Day and World Translation Day.**
- **Women's Cell of the college observed International Women's Day, Mother's Day and World Human Rights Day.**
- **The Science Faculty observed National Science Day & World Science Day while the English department observed World Poetry Day and World Translation Day.**

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**No File Uploaded**
Geo tagged photographs of some of the events	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

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

1. Title of the Practice: Inculcating participative and leadership qualities among students and empowering them through literary, cultural and extension activities.

Objectives of the Practice: Inculcating a strong sense of participation and leadership. To teach through encouragement, opportunity, faith and trust to discover strength and capabilities.

The Context: Recognising the fact that most of our students come from the underprivileged sections where lack of resources and powerlessness to acquire them render them dissatisfied and helpless, we attempt to take measures to make them sensitive towards issues like art. literature, culture, gender, environment, equity and inclusiveness.

Problem Encountered and Resources Required:No

2. Title of the Practice: Green Practices

Objectives of the Practice: Creating a green and serene campus. To stop hazardous environmental practices, to lessen energy consumption, to go for energy conservation, better waste management, to create environmental awareness.

The Context: The institution, recognising the fact that it is located in an industrial belt, understands it institutional responsibility to take up green practices and eco-friendly measures in the campus and to do its social responsibility with regard to environment.

Problem Encountered and Resources Required: A smaller land area

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

The thrust of the college ever since its beginning in 1961 to the present is to cater to the educational needs of the weaker section of the society especially the Muslim minorities. The college has attempted to empower the Muslim community educationally, linguistically, culturally and socially. Admission norms are significantly relaxed for students belonging to the minority community. Fifty percent seats in all courses are reserved for the students belonging to the minority community. Scholarships and fee waivers are given to the students of minority and other weaker communities from its own resources. Various academic programmes are also aimed at serving the educational needs of the Muslims and other weaker sections of the society. From the academic session 2024-25 the college is beginning M. A. in Political Science. The college takes initiatives with regard to the language and culture of the minorities. Apart from its B. A. Urdu and M. A. Urdu programmes the college has established a Study Centre of Maulana Azad National Urdu University's B. Ed programme which has been offered in Urdu medium. SPArC, the literary andcultural wing of the college, keeps Urdu as one of its lingua franca in its events or competitions on debate, poetry, short stories, creative writing, singingetc. The PG Departments of Urdu & English recently co-organised a series of online talks on 'Jashn-e-Sahafat: 100 Years of Urdu Journalism'.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

A well-documented process is in place for curriculum planning and delivery. The distribution of syllabus takes place through a departmental meeting at the beginning of the session. The syllabi as well as the distribution of the syllabus are uploaded on thewebsite.The students are also informed about the Syllabus Distribution before the commencement of each semester. Teachers prepare a teaching planbefore the commencement of eachsession. Each department has its individual routine with the synchrony of the routines of the various departments being well-assured. The delivery of syllabus in the classroom takes place through lectures supplemented by the use of ICT tools.Daily teaching reports are used by teachers to record the topics covered by them in their individual classes. All teaching reports are submitted to the In-charges of the concerned Faculty who, in turn, derives a list of classes taken by each teacher in the month. Regular feedback regarding curriculum delivery and coverage is obtained from the students. A regular monitoring of the curriculum distribution and planning are also carried out through review meetings. The heads of the departments and the in-charges of different faculties are continuously watchful about the implementation of syllabus distribution and lesson plan. In case of non-completion of curriculum on time teachers are advised to engage extra classes. The use of online modes of learning is allowed in case of long vacations and class suspensions (due to heavy university exams).

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

The institution adheres to the academic calendar and syllabus of the parent university with regards to the commencement of classes, teaching and learning, and final examinations. However, within this framework, it has the autonomy to frame its own academic calendar and to schedule its various academic activities including its Continuous Internal Evaluation activities like tests, assignments, projects and vivavoces. Continuous Internal Assessment constitutes an important part of the academic calendar. The modes of internal evaluation and their tentative time-frames are decided individually by the departments. Departments choose their own formats and designs of evaluation depending upon the interest exhibited by the students on various fronts of teaching and learning and their assessment requirements. Internal evaluation initiatives are carried out in accordance with the academic calendar.

It is pertinent to note that the parent university implemented the CBCS curriculum at the UG and PG level from the session 2017-18. From the session 2022-23 new LOCF based syllabus was adopted after the implementation of Four Year Under Graduate Programme (FYUGP) under NEP 2020. However the CBCS curriculum is still applicable at the PG level.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

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

1.2 - Academic Flexibility

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

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

29

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

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

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

1

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

77

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	[View File](#)

1.3 - Curriculum Enrichment

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

The institution follows the curriculum laid down by the parent university. These issues are well-integrated into the curriculum. The syllabi of Honours/Major/Core courses as well as GE, Minor, Ability Enhancement courses and Skill Enhancement coursesemphasise these key issues. Issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability are transacted by the teachers both in terms of content anddelivery. Papers, like Environmental Studies etc, ensure that studentsare made conscious aboutregarding their immediate geographical environment, the threats posed to it by human activities, and the role of moral and ethical principles in everyday conduct and decision-making. 'Understanding India' is a compulsory paper at the UG level that intends to introduce students to the country's rich history and its manifold diversities in terms of climate, vegetation, culture, language, and religious and literary traditions. TheFYUGP syllabialso contains topics that address these pertinent issues. The teachers address these issueswhile transacting the curriculum. Their lectures bring into focus the issues of ethics, gender, human values, environment and sustainability, and open them to the students.Classroom activities and assignments are also planned to stimulate and encourage the thoughts and ideas of students on these dynamic issues. Events like poster-competitions, model-exhibitions, play-acting, essay writing, public speaking, and fine artare also ways in which the institution attempts to foster consciousness among students.The frequent convening of lectures, workshops and seminars on these topics also play a major role in integrating these issues in curriculum delivery.

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

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

29

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Institutional Data in Prescribed Format	View File

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

1284

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://karimcitycollege.ac.in/2024/08/04/1-4-1/
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://karimcitycollege.ac.in/2024/08/04/1-4-1/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1614

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

521

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

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

The institution assessesthe learning levels of the students regularly. Learners are classified intoslow and advanced on the basis of their grasping ability,class performance, performance in Internal Assessment Tests and performance in End Semester Exam. Initiatives are taken to encourage both groups of learners. Each department of the institution assesses the status of learners by observing and evaluating their participation in class discussions, their performance in internal evaluation, their result of End Semester Examsand through personal discussions with them during mentoring sessions. Having identified advanced and slow learners, the departments make special efforts to encourage and motivate both sets of students through appropriate strategies. Special care is taken during mentoring sessions to motivate these learners. Special classes on grammar, academic writing and problem-solving methodologies are organized for slow learners. They are also aided by being provided with additional learning resources such as books, articles, sample questions and ready support from every teacher of the department concerned. The advanced learners are motivated to keep up their performance and encouraged by offering them opportunities to represent their departments and the college on several levels. They are also offered mentoring, counselling and career guidance towards modes of higher education appropriate to them. Slow and advanced learners are encouraged to interact with each other and participate in

discussions and sessions together so that they can influence each other in encouragement and empathy. Mentor- Mentee meetings forUG students and tutorial classes for PG studentshelp to supportadvance and slow learners.

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

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

Number of Students	Number of Teachers
5192	91

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

The institution encourages participative learning by offering its students ample opportunities for participation in learning methodologies, the manner of syllabus coverage, and the mode and designing of internal evaluation. Students are encouraged to introduce ideas from their prescribed texts in class, to read from textual material, to perform and discuss them, and to initiate debates on pertinent issues. Experiential learning is encouraged by the institution through student learning activities such as project works, poster exhibitions, powerpoint presentations and model exhibitions. Surveys and excursion trips are also carried out by several departments of the college. Collaborative learning in groups is also encouraged and students are invited to bring new ideas for teaching and learning into the classroom and to share proposals regarding the adoption of new learning methodologies with their teachers. In many departments, screenings of films, documentaries and other visual material is also done to introduce theoretical ideas to students. Some departments have also initiated the idea of an annual Core Committee of representatives drawn from all four batches of

undergraduate students. This Committee is responsible for generating and brainstorming on ideas for student-centric participative learning and for conceiving and offering administrative support to all departmental activities, thereby encouraging students to responsibly participate in the teachinglearning process. Mentoring sessions for UG students and Tutorials session for PG students also work as student centric methods.

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

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

All teachers of the institution use ICT enabled tools as an integral part of the teaching-learning process. A mix of recorded lectures, youtube videos, online presentations, and web resurses are used by the faculty members in a very satisfactory manner for classroom teaching and discussions. The online and offline virtual library facilities, INFLIBNET and theWeb Portal of the college also play an important role in enhancing ICT opportunities available to students. The use of e-texts and submission of e-assignments are encouraged by teachers in the classroom to reduce the use of paper. E-Study material is frequently shared with students to maximise their exposure to available online sources of learning. Several teachers of the institution have successfully participated in online workshops, FDPs and seminars during this session to enhance their skills on the integration of ICT as a learning tool. Lectures by academic experts from across the globe are frequently organized for students via Google Meet to accomplish the optimum usage of new learning opportunities available in the post-pandemic world. Students are also encouraged to use digital methods of learning organized via Swayam in order to add on to their knowledge repertoire and to remain abreast of new subjects of learning. The college has 12 e-class rooms that are equipped with projectors computers and internet facilities. The e-class rooms have either smart boards or automated screens or white boards.

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

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

2.3.3.1 - Number of mentors

91

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	[View File](#)
Circulars pertaining to assigning mentors to mentees	**No File Uploaded**
Mentor/mentee ratio	**No File Uploaded**

2.4 - Teacher Profile and Quality

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

91

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

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

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

59

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

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

2.4.3.1 - Total experience of full-time teachers

1242

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

2.5 - Evaluation Process and Reforms

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

The mechanism of internal assessment followed by the institution is transparent and robust in terms of frequency and mode. Internal assessment is conducted by the various departments of the institution according to the academic calendar. After the implementation of FYUGP Curriculum in 2022 the examination department of the college is conducting a collective and centerlised a written test of all UG students as written tests are an important component of internal assessment. The syllabus, date and mode of internal assessment are intimated to the students by the departments well in advance and generally includes the submission of an assignment that has been worked upon at home and a written test/viva-voce. Attendance during tests is mandatory and is duly recorded in signed sheets and unless there are pressing reasons on part of the absentee, retests are not entertained. Only if students are absent from the test for valid reasons

(NCC, NSS, Sports, Competitive Examinations, illness, family issues), re-tests are scheduled to specifically assist them. The assessed sheets/ assignments etc. are returned with marks and comments to students who are free to approach the concerned teacher and/or the Head of Department regarding any doubt, clarification or discussion of performance. Apart from the formal internal assessment, informal assessment sessions in various modes such as quizzes, presentations, seminars etc. are regularly initiated by teachers to keep their students abreast of their preparation for examinations.

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

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

The mechanism to deal with internal examination related grievances is transparent, time-bound and efficient. The Departments are authorised to look after the grievances related to internal assessment.Internalexaminations in the institution are held well before the endsemester examinations, thereby offering ample time and opportunity to students to address their grievances, if any, concerning it. The question-papers of written tests and attendance thereof is well-preserved. Answer-sheets of internal examinations are returned to the students with marks and comments and they are given a time- eriod of one week to contact the respective teacher in case of any doubts and grievances. In case, the particular teacher against whose assessment there is a grievance is unavailable or fails to satisfy the student, the student is free to approach the Head of Department forclarification. Grievances that are deemed authentic and justified by the department are easily and swiftly resolved. However, in case the student's claims are invalid, parentteacher-meetingsand the intervention of the Principal are needed to clarify the issue.

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

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Currently two types of curriculum is implemented at the UG level. One is the CBCS 2020 curriculum under which the UG students who took admission in 2020-2021 & 2021-2022.The second curriculum is related to FYUGP under NEP 2020 which was implemented from 2022-2023 and UG students who took admission in 2022-2023 & 2023-2024 are coved under this. Thestudents of PG are also coverd under CBCS 2020 curriculum. The Programme Outcomes, Programme Specific Outcomes and Course Outcomes related to CBCS 2020 curriculum is stated and displayed on the college website and the same hasalso been communicated to the students in their induction meeting. A hard copy of the outcomes are kept in the departments concerned. The teachers are also well aware about all the outcomes.Under FYUGP all outcomes are clearly outlined in the FYUGP syllabus laid down by the university and all outcomes are clearly displayed on the college website. Students and teachers are aware of these outcomes. Keeping the goals of the outcomes in mind the departments design appropriate modes of internal evaluation and co-curricular activities. During Induction Programmes the attention of students are drawn towards these outcome.The learning outcomes are regularly assessed and emphasized by the IQAC.The students are instructed in the classroom and through tutorial and mentorship meetings to keep assessing their performance in the light of the prescribed outcomes. Much of the feedback on teachers and the teaching learning process is also based on these educational outcomes.

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

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

The Programme Outcome, Programme Specific and Course Outcomes of the various courses offered by the institution are regularly reviewed and assessed by it at three different levels. At the departmental level, this assessment is done by the teachers themselves who assess the performance of students to ascertain how far these outcomes have been attained. All teaching-learning activities are planned and designed by the department keeping these outcomes at the centre and theattainment of these outcomes is evaluated through the participation of students in classroom discussions and the marks obtained by them in tests and vivavoce examinations.At their individual level, the students are encouraged to assess their accomplishment of course outcomes in terms of knowledge acquired and quality of performance in terms of marks obtained. At the institutional level, the IQAC monitors the attainment of course outcomes. It obtains feedback on teachers and on the teaching-learning process on the basis of the prescribed outcomes. The semester-end results are alsosubstantially indicative of the attainment of outcomes. The IQAC has created committee of teachers which assesses the attainment of outcomes on the basis of final year results. On the whole, the college is proud to state that its Pos, PSOs and Cos are well-attained and this is reflected in the good academic performance of students in University Examinations as also in their career graph of their lives.

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

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

1430

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	**No File Uploaded**
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

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

https://karimcitycollege.ac.in/wp-content/uploads/2024/02/Student-Satisfaction-Survey-with-ATR-2020-21.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

8

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	[View File](#)

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

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

0

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

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The IEIC has focused on sustainable development and social entrepreneurship this year. The awareness & sensitization programme for the students in this regard was arranged. An awareness session on Social Entrepreneurship & Sustainability by Koru Foundation was organised on a big scale. The session included film screening, lecture, and Q & A. The session created an ecosystem for innovative thinking to utilize all types of wastes into productive articles. Another awareness session with regard to climate change & use of solar energy was held for the students. The audio-visual material prepared by Chetan Singh Solanki, 'The Solar Man of India' and TEDx Speaker is a professor at IIT Bombay, Founder of Energy Swaraj Foundation, Brand Ambassador of Solar Energy was an eye-opener for the students. The two important takeaways

were- first, all innovations must be environment friendly andsecondly, an urgent need to act is required to pause the damages happening to climate in the name of development. The institution is also concerned about innovation in transfer of traditional knowledge. In the cultural segment, there is a need for conservation of traditional music & dance. A better understanding of copyright issues related with folk music needs to be addressed. All these areas were addressed when the institution organized a cultural evening in collaboration with SPICMACAY for students. The mesmerizing evening taught students about the rich folk culture of Rajasthan, the social status of artistes and the learning method called GURU-SHISHYA parampara (Indian method of knowledge transfer)

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

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

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

3

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

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

22

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<u>View File</u>
Any additional information	**No File Uploaded**

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

36

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

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

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

18

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

3.4 - Extension Activities

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

In the session 2022-23,various student platforms of the

college – NCC, NSS, Rotaract Club, Women's Cell and SPArC undertook arange of extension activities to establish a connection between students and their immediate social community:

·The NSS organized their annual drive to distribute food, clothes, books and medicines to villages adopted by the NCC and NSS wings of the college as well as to other underprivileged people in the city Cleaniliness drives Awraness drives and Health camps were alsoorganised. ·The NCC wing organized several blood donation camps, Awareness programmes etc in various parts of the city. ·The Women's Cell organized activities such as Comic Scripting, Essay Competition, and Poetry Competition to sensitize students on gender issues in addition to talks on empowerment, women's hygiene, and physical and mental health. ·The literary forum of the college, SPArC encouraged students to respond to the world via the medium of art. Through art exhibitions, short-story writing, poetry recitations, plays, musical recitals and dance performances on important social issues, the students explored unique modes of weaving art out of experience. ·The various departments of the college organized lectures and talks on subjects such as IPR, human rights, gender diversity, and NEP in order to keep teachers and students connected with events on the social plane.

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

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

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

08

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

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

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

129

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

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

2564

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

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

12

File Description	Documents
e-copies of related Document	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	<u>View File</u>

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

4

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	[View File](#)
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	[View File](#)

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institution has good infrastructure facilities to effectively conduct teaching and learning.

•It has two well-equipped campuses, its main campus hosting UG and PG courses and the other hosting its Faculty of Education. •The Main Campus has 28 classrooms including 11e-classrooms, and 16 laboratories. The e-classrooms have ICT facilities including Smart Board, Projectors, Computers, Sound Systems, and Internet facilities. •The college has sufficient laboratories: 2 in Botany; 2 in Physics; 2 in Chemistry; 2 in Zoology; 2 for Psychology; 1 for Geography; 3 for Computer Applications & Information Technology; 1 Math Lab and 1 Lingua Lab. •The Department of Mass Communication has a Media Appreciation Room and two separate Studios for Shooting and Recording. •There are more then 240 Computers with LAN Connectively. Students are given free wi-fi as well as free net-surfing in the Virtual Library. •A special cabin exists for Visually Challenged Students, equipped with software to convert written text into audio text. •An Auditorium and an open-air stage are available for cultural performances. •The new campus has 05 classrooms, 07 Labs, 04 special rooms for music, tailoring & craft, sports, and one ICT enabled e-class room, separate common rooms for boys and girls, library with reading room, Language Lab, Computer Lab and a Multipurpose Hall.

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

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

Though the institution has a small campus, it makes effective use of its space while ensuring the provision of all facilities to students through tie-ups with responsible authorities:

·The College has a tie-up with the Sports Departments of Tata Steel and utilises its sports facilities for its students. Outdoor and Indoor sporting facilities are made available to the students of the college at the JRD Tata Sports Complex. ·The College has provisions for indoor games like chess, carrom etc. in the Boys and Girls Common Room. ·A gymnasium has also been established with separate timings for boys and girls to encourage students towards a fit lifestyle. ·The college has an open-air stage as well as an auditorium for events and cultural performances. ·All student platforms of the college such as NSS, NCC, SPArC, Rotaract, and Women's Cell have their own offices for holding meetings and discussions. · There is a special meeting room that can be used for meetings with larger student bodies. Two rehearsal zones are also created for the students. ·The students of the college have been performing exceptionally well at almost all sports and cultural competitions. They have won laurels for the institution at university and interuniversity sports meets and cultural festivals, an evidence of their institution's commitment towards bringing out the best in them.

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

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

12

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

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

4,05,90,713

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

4.2 - Library as a Learning Resource

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

The library is fully automated with Integrated Library Management Software (ILMS) since the academic year 2016-2017. Through the software, the library provides various services and facilities like OPAC, (Multiple Searching) for Students, faculty and library staff, log in and log out status of students and faculty, circulation of books, stock verification and preparation of various reports. The users can search the library online catalogue by author's name, title, subject, and other keywords with the MOPAC App provided by the Library. All the books are accessioned with barcode stickers for automatic scan during the processes of

issue and return to the library.The library also runs its
offline e-library portal named Rauzan which can be accessed
by the students inside the college campus only. Old and out
of print books are scanned and uploaded on the portal. E-
books, E-journals and previous years question papers are
being made available for the students. The students may also
upload books or study materials on the portal for the
benefits of others.

Nature of Automation: Fully Automated. It is totally server
based application software, the library staff by taking care
of their as well as sometime client's requirements pertaining
to the library operations. Its state of the art Cataloguing,
Circulation, Web OPAC (Online Books Searching & Reservation),
Journals/Periodicals, Various Reports modules and Bar coded
Circulation.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources | B. Any 3 of the above

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

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

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

4.10840

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

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

25834

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	**No File Uploaded**

4.3 - IT Infrastructure

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

The college has 240+ computers, all are connected to internet through LAN & WIFI. To avail uninterrupted service, college regularly updates & upgrade its IT facilities. The defective IT equipment like routers, switches etc are replaced as soon as the fault is detected. In the session 2022-2023 college has purchased 14 computers with licensed operating system & MS. office software. A total of 5 computers were upgraded with RAM, Processor, MIB etc. The antivirus software is regularly renewed to protect our computers from virus/ malware/ ransom war attack. The internet plans which are subscribed are as follows: 1) 200 MBPS Plan from DEN Broadband (Student WIFI) 2) 200 MBPS Plan fromDEN Broadband (Staff WIFI) 3) 4 MBPS lease line from BSNL (LAN) These subscriptions are renewed on due date so as to provide uninterrupted internet facility to college staffs & students. I) Students WIFI facility is run through a server computer with windows 7 professional 32 bit it has 2GB RAM, 3:30 G.HZ. 13 processor and quick heal antivirus. II) MIS server computer with windows server 2008 enterprise 32-bit, 4 GB

RAM, 3:30 Ghz i3 processor and Macfee antivirus. III) Proxy server WIFI for teachers & students run through ever computer with windows 7 ultimate 32-bit, 4 GB RAM, 3:00 Ghz processor, 500 GB HDD and quick heal total security antivirus.

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

4.3.2 - Number of Computers

240

File Description	Documents
Upload any additional information	**No File Uploaded**
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution	**A. ? 50MBPS**

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

4.4 - Maintenance of Campus Infrastructure

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

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

325.08361

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

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

The college ensures that its physical, academic and support facilities are well maintain andwell-utilized: · Faculty-in-Charges look after the routines and classes of different faculties. ·The Head of Departments are responsible for the proper upkeep of their departments and laboratories. The Head of the Departments also ensure proper management of classes. ·The Librarian and the Prof-In-Charge of library look after the library and readiing room facilities. ·The Sports In-Charge and Common Room In-charges are responsible for the maintenance of the related facilities. · Proper use of the MIS is looked after by a Prof. In-Charge and his team. Network Administrator ensures proper upkeep of Computer, IT, ICT, Internet and WIFI facilities. MIS is provided by Mastersoft, an IT services company. ·The computers and the electronics items are looked after through an AMC. ·The college also has AMC for the maintenance of E-Classrooms and other ICT facilities. ·A Property In-charge, and a Care Taker ensure the maintenance and management of classrooms, laboratories and all the facilities. ·Electricity and Waste management in the campus is taken care of by JUSCO, a sister concern of Tata Steel. The college has MOUs with Hulladek and Koru Foundation to look after the E-waste and Waste Management respectively. Koru Foundation is also involved wirth the Green audit of thecollege.

A team of Teachers and Non- Teaching staffs looks after the auditorium, Gym and Student Activity Centre.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

903

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

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

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

249

File Description	Documents
Upload any additional information	<u>View File</u>
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<u>View File</u>

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**B. 3 of the above**

File Description	Documents
Link to Institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	<u>View File</u>

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

51

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

51

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	**A. All of the above**

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

114

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	View File

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

5.2.2.1 - Number of outgoing student progression to higher education

146

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

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

Civil Services/State government examinations)

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

9

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<u>View File</u>

5.3 - Student Participation and Activities

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

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

24

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

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

Although the institution does not have an official Student

Council, it ensures the participation of its students in administrative decision-making functions and in co-curricular planning and execution through bodies composed exclusively of student representatives.

- The NCC wing of the college has 160 cadets the NSS wing has more than 100 volunteers. Different groups of students are responsible for monitoring various activities within these forums.
- The college's literary and Cultural forum, SPArC, has a full-fledged Student Organising Committee consisting of four secretaries and around eighteen to twenty members. The annual college magzine namedSparkling Spanis managed and published by a student editorial board.
- The Rotaract Club of the college also has a full-fledged student body with students as President, Vice President, Secretary, Treasurer, Directors and members
- The Women's Cell of the college has a substantive body composed of student representatives among its members.
- Apart from this, there are two student representatives each in IQAC and RUSA Cell
- Each and every co-curricular, extracurricular, and extension activity of the college has students actively participating in its planning, management and execution. The Englihdepartmenthas a unique practice of appointing class repreanative from its each batch of UG & PG sstudents. The department also hasa core team of students to look after the activities of the department.

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

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

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

43

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	[View File](#)

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

- **The College has a well-performing Alumni Cell although it has not yet been officially registered.**
- **Alumni members constitute an important part of the institution in terms of offering guidance, encouragement, support and mentorship to the students who are or had been studying here.**
- **The institution organizes an annual meeting sometime during the winter months to meet its members, to take suggestions from them and to strengthen its linkages. The Alumni Meet was organized this year in November.**
- **Alumni feedback constitutes an important source of institutional feedback.**
- **Apart from the general Alumni Cell of the college, many departments maintain their independent alumni records andorganize programmes from time to time to keep in touch with their members and to secure their assistance in the mentorship of their departmental juniors. The Department of English, for instance, organizes an annual event titled Alumnus Speaks in which an alumnus is invited to speak to the fresh batch of students about their experience in the department and the job opportunities in the world outside. The one-hour talk is followed by a half-hour Q A session which often helps freshers understand their educational goals in a clearer light. This session is entirely a student affair conducted in the presence of the Class Representatives and in the complete absence of the faculty members of the department.**

- Apart from this, departments also invite successful and illustrious alumni members in various fields to share their expertise with students and to offer career guidance.

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

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

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

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Karim City College (A Muslim Minority Institution run and managed by Karim's Trust, Jamshedpur) is the dream fulfilment of our visionary founder late Syed Tafazzul Karim, who established this College with Pre-University Courses in 1961 with a MISSION to impart quality education and to provide better opportunities of higher education to the weaker sections of the society particularly to the Muslim minority. The VISSION animating itsfoundation wasto sow the seeds of humanity and community building by offering the deprived sections of society access to quality education and this vision has constantly been persued. The governance of the institution is reflected of its vision and mission and a greater boost has been given to championing education by emphasis on quality and encouragement to good students through scholarships and greatereducational opportunity. In the last 20 years, after the first cycle of NAAC accreditation, the college has witnessed a steady course of progress.

The college has engaged sincere and able faculty members and nonteaching staff, expanded its student base, strengthened

its teaching learning activities, promoted cocurricular, extra curricular and extension activities. the college has espoused the issues ofgender equality, inclusiveness, communal harmony, ecological awareness and national integration through its events and programmes. Discipline constitute and important institutional concern along with focus on character building and civic responsibilities.

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

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

The college strives to accomplish a decentralization of the decision-making process and to inculcate and endorse principlesof participative management as part of its regular institutional practice.

- Faculty members, Non-Teaching Staff and students work together to organise and manage the various events and programmes as perthe CollegeActivity Calendar.
- Teachers are appointed as In-charges to look after the vocational courses and as coordinators or conveners of different bodies like Women's Cell, NCC, NSS, Rotaract Club, Sports and SPArC. They undertake responsibilities of IQAC, RUSA, Employability Enhancement Unit, Anti Ragging Cell, Grievance Redressal Cell etc.
- Teachers look after the management of library, reading room, virtual library, website, ICT facilities, internet, LAN and MIS, common rooms, Admission and examination cells through various committees.
- Senior teaching members are appointed as Faculty Incharges of Humanities, Social Science, Commerce and Science to co-ordinate academic activities.
- Committees are constituted for the organization of significant events like national seminars, and the organisation of Inter College Sports Meets and University Youth Festivals etc.
- The college gives sample representation to students also in different bodies of the college and no activity of the college is organized without the involvement of

its students in the act of planning and execution.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

We make constant efforts to achieve the targets set in our institutional strategic plan.

- **IQAC sets theagenda based on the perspective and strategic plan at the commencement of every academic session andcoordinate with the college management, officials, departmental heads, incharges of different college bodies for itsdeployment.**
- **As per plan we have established a Research and Development cell in order to encourage a culture of research among our students and to support our teachers in the research plans.**
- **The college has already started the teaching of Postgraduate course in English and PG Diploma course in Guidance and Counselling from this academic session.**
- **The college hasestablished Department of Business Administration to look afterBBA programme from the academic session of 2023-24.**
- **The college has signed an MoU with Artists of Jamshedpur, a cultural organisation to organise various culturalevents.MoU with RVS Engineering College, Jamshedpur and Alkabir Polytechnic Jamshedpur has been done for the purpose of academics and sports.**
- **The Placement Cell of the college has become more active in this academic session and it has organised a number of placement drives and facilitated our students to participate in several placement drives and job melas in different institutions.**
- **The different student platforms are continuously organising awareness programmes, sensitisations drives, literary and cultural events, lectures, online events, commemorative days, and a plethora of competitions among students.**

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The functioning of the college and its different bodies is in accordance with its policies, vison and mission and it is efficiently visible in its administrative setup, appointments and service rules. The Governing body consist of President, Vice President, Secretary, a few members, the Principal, University Representatives and Teacher's Representative. Working has been decentralised for fair and smooth functioning. Academics is looked after by the In-charges of different faculties, Head of the departments and In-charges of vocational courses. The Administration has also been segregated into Admission Incharge, Controller of Examination, Bursar, Library In-charge, Discipline In-charge etc. Several Committees and Cells like Admission Committee, Scholarship Cell, Research Committee, Promotion Committee, Property Committee, Purchase Committee, Internal Complaint Committee (for staff), OBC Cell, SC/ST Cell, and Minority Cell etc are functional. Student Platforms like NCC, NSS, Sports Cell, Women's Cell, Rotaract Club, SPArC(Society for Promotion of Art and Cultural) look after the different activities of the students. Placement Cell, Career Planning and Guidance Cell, Innovation & Incubation Cell, CIIYuva, Excell Program are some services for the placement, career and skill development of the students. The college has a Discipline Committee, Anti Ragging Cell and Grievance Redressal Cell etc. IQAC of the college is actively looking after its responsibilities.Teachers Association, Non-teaching Staff Association, Welfare Committee, Credit Society and Internal Complaint Committee are serving the interest of the employees. With regard to appointment and promotion the college follows the norms of the state government and the parent university.

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

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**A. All of the above**

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

6.3 - Faculty Empowerment Strategies

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

The Institution is sensitive towards the welfare and benefits of its teaching and non-teaching staff. The following welfaremeasures are available:

- **Financial Support to the College Teachers Association and to College Non-Teaching Association for their functions and activities.**
- **Fee waivers for the ward of teachers and non-teaching staff in case they are taking admission in the college and requested for the same.**
- **Karim City College Teachers Welfare Society and Karim City College Non-Teaching Staff Welfare Society are run as a joint venture between the teachers/non-teaching staff members and the college in which the college contributes the largest share of funds annually. The**

financial resources of the society have been utilized for providing loans in emergency requirements like illness or marriage in the family etc. The total amount collected in the name of the employee is given to him/her at the time of retirement.

- Duty Leaves are granted to faculty members in connection with research projects or for attending seminars/conferences/workshops or any other faculty development programmes.
- The laboratories and library are available to teachers pursuing their Ph.D. or research projects.
- Gratuity and other retirement benefits are given to teaching and non-teaching staff at the time of retirement.

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

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

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

0

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

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

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

0

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

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

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

35

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

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

The institution appraises the performance of teaching and

nonteaching staff through many avenues.

- The data related to teachers contained in the Student Feedback Analysis Report is used as information for the performance appraisal of teachers and non-teaching staff.
- The SWOC Analysis Data taken from the students is also used for teacher's appraisal.
- The daily class reports with regardto classes engaged by the teachers are also analysed for the evaluation of performance on a monthly basis.
- Individual and closed-door meetings with low performing teachers are organised in an effort to motivate them towards better and committed performance.
- Apart from this, the college constitutes a Performance Appraisal and Scrutiny Committee at the time when teacher's promotion scheme is undertaken by the university. The application forms and relevant data and documents of the teachers are appraised and scrutinized by this Committee for the purpose of taking the Promotion process forward.
- Individual Performance Appraisal Reports duly approved by the college GB are issued to the teachers applying for governmental promotional schemes.
- The IQAC is also quite watchful in this regard. The exercise of Student Feedback and its analysis as well as the task of SWOC Analysis has been undertaken by the IQAC.
- The IQAC also takes feedbacks from the students with regards to the teaching-learning process.
- The data collected through Student Feedback and SWOC analysis with regard to the performance of non-teaching staff alsoworks as an appraisal mechanism.

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

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The accounting procedures involve a systematic process, beginning with bookkeeping and culminating in audits to ensure financial accuracy and compliances. Initially accountant records daily transactions including tuition/monthly fee, any fund received from University or Govt agency, expenses and payroll, using double-entry accounting of financial transactions in license version of Tally ERP software and in manual records. On monthly basis the reconciliation of Bank statement and fee collection is done.

The College receives various bills for services, supplies, and operational expenses. Authorized personnel, Bursar or Purchase Committee review and approve the bills based on budgetary allocations.Bills duly approved by the accounts section and the principalare then processed for payment.As financial data accumulates, accountants prepare financial statements, such as income statements and balance sheets, providing a comprehensive overview of the institution's financial health. Regular reconciliations verify the accuracy of financial records, identifying and rectifying discrepancies.

The College conducts internal audits toassess the effectiveness of internal controls, evaluate compliance with policies, and identify areas for improvement. This proactive approach helps mitigate risks and enhance financial governance.

At the end of every financial year External audit has been conducted by independent auditors for filling of Income Tax Return and for the purposes of different statutory and regulatory bodies. The Audit reports are submitted before theCollege GB. In case of any objections or discrepancy a compliances report ia also generated.

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

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

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

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

The College is a deficit-grant college receiving salary grants for teachers and non-teaching staff working against permanent and sanctioned posts only. The salary of teachers and nonteaching staff working on non-section post is looked after by the college.All other expenditure is also looked after by the college through its own resources.

- **The College meets its expenses from the fee collected from the students.**
- **All legitimate financial requirements are addressed within a stipulated time frame. Urgent requirements are addressed through direct order. For planned expenses proper quotations/tenders are invited.**
- **The College has an approved list of vendors and suppliers which is reviewed regularly.**
- **Being a Trust college, there are no hardships inallocation and release of funds from the competent authorities. Budgeting and auditing is a regular exercise and utmost care is taken to ensure optimum use of funds.**
- **The College mobilizes all its resources, financial, physical and human to its optimum. Purchasing, Construction, Renovation, Upgradation is a regular phenomenon which have been addressed very wisely by the competent authorities.**

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

- **Preparation of 5 Year Strategic Plan & 20 Year Perspective Plan**

- **Suggested to introduce Short-Term Value-Added Courses (VAC)**

- **College Code of Conduct**

- **Academic & Activity Calendar**

- **Annual Reports by Academic Departments and Students Platforms**

- **Policy Documents on Feedback Mechanism, Scholarship/ Free-ships/Fee Waivers/Instalment Payments & Excellence Awards,E-governance, Green Campus & Environmental Initiative and Financial Assistance to Teachers**

- **E-waste Management**

- **Quality Audits**

- **Feedback Mechanism**

- **Syllabus Distribution & Lesson Plan**

- **Parent Teacher Meeting**

- **Advance & Slow Learners Practice**

- **Mentor-Mentee Practice**

- **Preparation, Uploading & Evaluation of Pos, Pos, Cos**

- **Library Portal, Alumni Portal**

- **MIS & Digitisation**

Activities of Last Year

Health Checkup Camp in collaboration with National Urban Health Mission (NUHM) 9th Dec 2023

Sambhavna A talk show on career for the Plus Two Students of our Intermediate Section 2, 9 & 16 Dec 2023

Understanding FYUGP An awareness workshop for the students by Dr. P. K. Pani, Ex Exam Controller & NEP Coordinator, Kolhan University 7th Dec 2023

Student Workshop on Academic Self-efficacy 19th Dec 2023

ONLINE LECTURE ON NAAC PREPARATION For Teachers by Prof. (Dr.) Aftab Alam Department of Management Studies JAMIA MILLIA ISLAMIA28 Dec 2023

Lecture on Research Methodology for PG Students by Dr. Saroj Kumar Associate Professor & Head, Dept. of Geography Vinoba Bhave University 13th Jan 2024

EDUCATION CONFERENCE JAMSHEDPUR 18th February 2024Joint Venture with Pahcchan Foundation, Jamshedpur

INSPIRATHON,Dream, Aspire, Achieve, an online career counselling series:Aspiring Civil Services Talk by Haris Bin Zaman, IPS Superintendent of Police, Lohardaga, Jharkhand 24. 12. 2023

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

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC of the college plays an important role in planning and reviewing the academic, administrative, financial and student support facilities of the college.

·As the chief body of planning and implementation in the college, the IQAC is instrumental in assessing the prevailing academic scenario and in introducing new ideas for institutional implementation.

The chief concerns of the IQAC include academic decisions and the enhancement of teaching and learning and to accomplish this it organizes review meetings with the Principal, Head of the departments, library, examination cell and various student platforms from time to time. Such decisions help it in understanding wider issues and framing academic policies.

The IQAC invites Student, Teacher, Parent and Alumni Feedback and undertakes SWOC Analysis, Student Satisfaction Survey and Academic Audit on an annual/ regular basis. This helps to review the teaching learning process, assess the contribution of the teachers, the benefit to students and to offer corrective measures wherever necessary.

All reports prepared by the IQAC are presented before thePrincipal and meetings are convened with teaching and nonteaching staff members to discuss the findings of the concerned reports.

Regular meetings with the various stakeholders of the institution is another process that helps to ensure that the institution is working in tune with its vision and mission and is playing its role effectively in society.

Various motivational and awareness programmes are organised by the IQAC to address the above issues.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality	B. Any 3 of the above

audit recognized by state, national or international agencies (ISO Certification, NBA)	

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

1. SANITARY PAD DISTRIBUTION AND HEALTH AWARENESS DRIVEin Guru Nanak High school Sakchi on 13th October 2023.

2.LECTURE/ TALK BY SHREESTI KUMARI:Women's Cell organised a talk with an alumnus of the college on Women Inspiring Women: Conversations on Empowerment was held on 7th November 2023. Shreesti Kumari, Senior copywriter in the Advertising Industry.

3.LECTURE/ TALK BY POOJA SANNIGRAHI:Women's Cell organised a talk with an alumnus of the college on Women Inspiring Women: Conversations on Empowerment was held on 7th December 2023. Pooja Sannigrahi, National Medalist in Strengthlifting shared her experiences in sports.

4.DIGITAL POSTER MAKING COMPETITION:On the occasion of Human Rights Day, a digital poster competition was held on 10th December 2023.

5.GUFTAGU: COME & TALKon 14th December 2023.

6.INTERNATIONAL WOMEN'S DAY

7.INTERNATIONAL WOMEN'S DAY ACTIVITIES:ESSAY COMPETITION: Annual essay writing competition "Remembering the Stalwarts – Inculcating Pride in Indian Womanhood" was held on 28th February 2024.

8.INTERNATIONAL WOMEN'S DAY ACTIVITIES: COMIC SCRIPTING COMPETITION:on 28th February 2024.

9.INTERNATIONAL WOMEN'S DAY ACTIVITIES:COOKING WITHOUT FIRE:on 4th March 2024.

10.INTERNATIONAL WOMEN'S DAY ACTIVITIES:POETRY COMPETITION: on29th February 2024.

11. INTERNATIONAL WOMEN'S DAY ACTIVITIES: Scrap Craft:29th February 2024.

12.TALK ON SAFETY:on 7th March 2024.

13. HEALTH & HYGEINE AWARENESS DRIVE: on 9th March 2024.

File Description	Documents
Annual gender sensitization action plan	https://karimcitycollege.ac.in/wp-content/uploads/2024/08/Annual-Report-WC-2023-24_compressed.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	D. Any 1 of the above

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

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

The college has two campuses and in both the campuses we take continuous and sustainable measures for waste management:

- **The main campus of the college is maintained by TATA STEEL. Hence its subsidiary concern named JUSCO (Jamshedpur Utility Services Company) takes care of all solid waste management of the campus.**
- **The solid waste management of our another campus which host our Faculty of Education is taken care of by the Notified Area Committee of that area.**
- **Old newspapers, and other useless/rejected paper junks are sold out to vendors for recycling.**
- **The liquid waste management is also done in the same process as mentioned with regard to the management of solid waste.**
- **For bio waste and hazardous chemical waste management the Head of the concerned departments, laboratory incharges and other staff have been made responsible.**
- **For electronic and electrical waste (e-waste) management the college has signed an MOU with Hulladek, a Kolkata based e-waste management and recycling company.**
- **The campus is totally polythene free. And the use of MIS, office automation software and digitisation have enabled us to minimise the use of papers in the last few years.**
- **The college has signed an MOU with Koru Foundation, Jamshedpur which is doing the Green Audit and Energy Audit of the two campuses.**

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

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

`D. Any 1 of the above`

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

`C. Any 2 of the above`

File Description	Documents
Geo tagged photos / videos of the facilities	**No File Uploaded**
Various policy documents / decisions circulated for implementation	[View File]
Any other relevant documents	**No File Uploaded**

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

institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	`A. Any 4 or all of the above`

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	[View File](#)
Certification by the auditing agency	`No File Uploaded`
Certificates of the awards received	`No File Uploaded`
Any other relevant information	`No File Uploaded`

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	`A. Any 4 or all of the above`

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

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

The college offers an inclusive environment where staff members and students from various regional, cultural, communal, linguistic, socio-economic and other backgrounds can come together and learn tolerance, harmony and understanding. The college has prescribed a uniform at the UG level in an effort to develop a sense of equality among students. The College Code of Conduct for staff and students has been uploaded on the website which addresses professional ethics, moral values, human values, rights and duties etc. Code of Conduct addressed to the students is also shared in the college prospectus. The literary and cultural platformorganises multi lingual debate, poetry, short story, essay writing competitions and events in Urdu, Hindi, English, Bangla and Odia. Representation is given to regional and cultural diversity in competitions and events. Awareness and motivational programmes on environment, gender, cyber-crimes, e-waste, environment etc areorganised. The NSS observes Communal Harmony Weekto carry forward the legacy of unity in diversity. The observation of International Translation Day, International Mother Language Day, World Poetry Day, World Theatre Day, Human Rights Day, International Women's Day, World Tribal Day, Anti-Tobacco Day, International Literacy Day, Ozone Protection Day, World Science Day, International Girl Child Day, World Aids Day, Earth Day etc. also help to build an environment of mutual respect.Lectures and talks are organised on the rights and duties of citizenship, on legal awareness, on civil rights, on civil safety, and on the role of youth in national

development.

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

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

The institution attempts to sensitise its students and employees with regard to their national, constitutional, moral and human obligations and responsibilities through observing and organising different activities.

- **National Voter's Day, Constitution Day, Human Right's Day, Women's Day, Teachers' Day, National Youth Day etc a few among such activities.**
- **Lectures and talks are organised on the rights and duties of citizenship, on legal awareness, on civil safety, on cyber-crime etc.**
- **The different student platforms organise a plethora of events to inculcate the youth to be sensitive and law abiding citizens. Answer to 7.1.11 can be taken into account in this regard.**
- **The Women's Cell of the college continuously organises awareness and sensitisation drives with reference to gender, equity and inclusiveness.**

The Institution attempts to inculcate constitutional values and obligations among its staff and students through the observance of important days such as Run for Unity, National Youth Day, National Voters Day, Gandhi Jayanti, Ambedkar Jayanti, Subhash Chandra Bose Jayanti, Lal Bahadur Shastri Jyanti, Vivekanand Jayanti, Constitution Day, Kranti Divas, Kargil Divas, Peace Day, National Unity Day, National Education Day, National Children's Day, Jharkhand Foundation Day and the grand celebrations on Independence Day and Republic Day.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	**Nil**
Any other relevant information	**Nil**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	`C. Any 2 of the above`

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

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

Like our earlier practice the college, in 2022-23 made efforts to organise several events to mark commemorative days, events and festivals of national and international importance through different college bodies and student platforms.

- **The College NCC Unit organised the Independence Day, Republic Day, Teacher's Day, Gandhi Jayanti and NCC Day.**
- **The NSS Unit of the college organised Anti-Tobacco Day, International Literacy Week, International Human Rights Day, International Youth Day, National Sports Day, Ozone Protection Day, NSS Day, Gandhi Jayanti, Lal Bahdur Shastri Jayanti, International Girl Child Day, National Unity Day, National Education Day, Children's Day, Jharkhand Foundation Day, Constitution Day, World Aids Day, Voter's Day, World Water Day, World Health Day, Earth Day, Communal Harmony Week, Doctor's Day etc.**
- **SPArC (Society for Promotion of Art and Culture) the literary and cultural forum of the college observed World Poetry Day, World Theatre Day, International Mother Language Day and World Translation Day.**
- **Women's Cell of the college observed International Women's Day, Mother's Day and World Human Rights Day.**
- **The Science Faculty observed National Science Day & World Science Day while the English department observed World Poetry Day and World Translation Day.**

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**No File Uploaded**
Geo tagged photographs of some of the events	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

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

1. Title of the Practice: Inculcating participative and leadership qualities among students and empowering them through literary, cultural and extension activities.

Objectives of the Practice: Inculcating a strong sense of participation and leadership. To teach through encouragement, opportunity, faith and trust to discover strength and capabilities.

The Context: Recognising the fact that most of our students come from the underprivileged sections where lack of resources and powerlessness to acquire them render them dissatisfied and helpless, we attempt to take measures to make them sensitive towards issues like art. literature, culture, gender, environment, equity and inclusiveness.

Problem Encountered and Resources Required:No

2. Title of the Practice: Green Practices

Objectives of the Practice: Creating a green and serene campus. To stop hazardous environmental practices, to lessen energy consumption, to go for energy conservation, better waste management, to create environmental awareness.

The Context: The institution, recognising the fact that it is located in an industrial belt, understands it institutional responsibility to take up green practices and eco-friendly measures in the campus and to do its social responsibility with regard to environment.

Problem Encountered and Resources Required: A smaller land area

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

The thrust of the college ever since its beginning in 1961 to the present is to cater to the educational needs of the weaker section of the society especially the Muslim minorities. The college has attempted to empower the Muslim community educationally, linguistically, culturally and socially. Admission norms are significantly relaxed for students belonging to the minority community. Fifty percent seats in all courses are reserved for the students belonging to the minority community. Scholarships and fee waivers are

given to the students of minority and other weaker communities from its own resources. Various academic programmes are also aimed at serving the educational needs of the Muslims and other weaker sections of the society. From the academic session 2024-25 the college is beginning M. A. in Political Science. The college takes initiatives with regard to the language and culture of the minorities. Apart from its B. A. Urdu and M. A. Urdu programmes the college has established a Study Centre of Maulana Azad National Urdu University's B. Ed programme which has been offered in Urdu medium. SPArC, the literary andcultural wing of the college, keeps Urdu as one of its lingua franca in its events or competitions on debate, poetry, short stories, creative writing, singingetc. The PG Departments of Urdu & English recently co-organised a series of online talks on 'Jashn-e-Sahafat: 100 Years of Urdu Journalism'.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

1. Meeting with All Stake Holders
2. Awareness & Motivational Programmes for Students and Staff
3. Online Events
4. ICT in Teaching & Learning
5. Feedback Analysis & ATR
6. Emphasis on Parents-Teacher Meetings
7. Emphasis on Advance & Slow Learners
8. Emphasis on Mentor-Mentee Mechanism
9. Energy Conservation & Renewable Energy Recourses
10. New PG Programmes & Value-Added Certificate Courses
11. Registration of Alumni Association
12. Workshop on IPR & Plagiarism
13. Emphasis on Seminars, Conferences & Publications for Teachers
14. Students Seminars
15. MOU's, Collaborations & Linkages
16. Parents' Representation in College Bodies
17. New E-Class Rooms
18. College Calendar

19. Online College Journal
20. Outdoor Sports Events