



SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

SANJAY GANDHI MEMORIAL COLLEGE

SANJAY GANDHI MEMORIAL COLLEGE, PANDRA, RANCHI
835222

www.sgmcollegeranchi.org

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

April 2020

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

SANJAY GANDHI MEMORIAL COLLEGE,PANDRA,RANCHI was established in the year 1980.It is run and managed by "**Jharkhand Social And Educational Development Association**", which is Registered under Societies Registration Act – 21,1860. The registration number of this association is 588(Bihar Govt.) / 52/99(Jharkhand Govt.)college. The college is a permanent affiliated unit of **Ranchi University ,Ranchi** and is also registered under UGC- 2f and 12B.The college is located in Pandra and Kamre, Ratu Road, Ranchi. We are running regular classes in both the branches. We have a good system of administration that ensures better management of the college.The **Head of the Institution** is, **DR.DURGA LAL SHARMA** and under his leadership ,it is scaling new hights.It is imparting higher education at Graduation level in Arts, Science and commerce faculties. At present around 5000 students of different sects and tribes are enrolled in our college.Since our college is located in a tribal-rural area,most of our students belong to socially and educationally backward group. We are catering the needs of students who come from weaker economic and lower social background. We admit average performers in our college and try to equip them with all understanding to perform well for society. We always strive for quality education in our campus and we especially focusing on all round development of the students. We move with a student’s centric approach in order to provide all kind of facilities to the learners. Our college is blessed with highly educated and experienced teachers who believe to lead from the front .

The integration of academic excellence and professional learning is a strength of College. We strive for high standards in spreading knowledge in a dynamic and interactive environment, thereby enabling our students to gain distinction and honour in their chosen fields. The institution's proper planning and commitments are directed towards implementation of new projects, along with open access to the expanding world of technology. It provides challenging academic programs, incredible support system and faculty to ensure good education and creation of an environment with the aim of offering balanced and quality education.

Vision

The vision of **Sanjay Gandhi Memorial College, Ranchi** is to pursue and achieve goals of students. It is our commitment to continue to be at the forefront of providing the best education to our students. It acts as a catalyst in shaping a bright and sustainable future of our nation. We are providing highest quality education, nurture their talent, promote intellectual growth and shape their personal development. Our job is to make sure that students should experience everything in the college campus. We are here to ensure quality education affordable and accessible to everyone. We have a vision to become nationally recognized as an innovative, creative institution renowned for its focus on delivering good education in remote areas. The college also focuses to educate students with the ability and agile mindset to be entrepreneurial, socially responsible global citizens who are able to navigate the complexities of a rapidly changing world. We seek to develop the strengths and talents of all members of our community so they can achieve their personal best. We develop and pursue the highest standards in all that we do, and promote a climate of continuous improvement. We strive for quality in staffing, facilities, programs and services. We promote honesty and transparency in support of student and employee success. We encourage responsible decision-making and conflict resolution that respects the dignity of others. The college has embarked on a strategic planning process that includes engaging faculty, staff and students to create a plan that will guide the institution for the coming years. We are committed to the development of an interactive, collaborative and innovative community that encourages working creatively

within and across disciplines. It has been our biggest goal to provide a useful and purposeful education with maximum results in the least resources and all college members have been making constant efforts in this direction and will continue to do so. With the new experimentation and improvement being made in the education world, all of us are also working in our college as per the new curriculum and new education policy. Our vision is to establish a LAND MARK in JHARKHAND.

Mission

Sanjay Gandhi Memorial College is to provide innovative educational environments, opportunities and experiences that enable individuals, communities and the region to grow thrive and prosper. We focus on basic educational skills designed to prepare students to engage in college-level study. The college aims at continuing and community education courses and programs designed to provide and encourage opportunities for lifelong learning. It includes student development programs and services designed to help students identify educational and career goals, set realistic career paths, and develop skills necessary to achieve intellectual and personal growth. We organize academic programs and services that provide supplemental support to both teaching and learning. community education activities and programs that complement, enhance and contribute to the growth and enrichment of students and the community, both inside and outside of the classroom. We strive to develop and pursue higher standards. We promote continuous improvement, encourage creativity, innovation and risk-taking, decision-making and the level of implementation and encourage interdepartmental collaboration. One of the most important things, i.e. to continuously evaluate and improve our systems and policies. We believe that our similarities and differences are opportunities for establishing a common bond and strengthening the college. We provide educational experiences that promote a greater appreciation for diversity. We implement learning activities that integrate diversity topics in the classroom. The college fosters academic and career success through the development of critical thinking, effective communication, creativity and cultural awareness in a safe, accessible and affordable learning environment. We provide excellent educational opportunities that are responsive to the needs of our students, and empower them to meet and exceed challenges as active participants in shaping the future of our world. It includes certain values, such as student success and completion, maintaining a high standard of integrity, diversity, life-long learning and human values to deepen and extend knowledge about the formation and utilization of human capabilities. The college and its staffs are destined to achieve these outlined missions and are working in this direction. We are focused towards our policies and implementation of all the required measures to achieve our mission in order to reach our goals.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

The institution believes in holistic education that goes beyond achieving academic excellence and vocational training. The college respects and also encourages tribal culture and provides opportunities to carry it forward. The college prepares the students both intellectually and socially, for their career and adult life. It trains you to think analytically, understand complex subjects and communicate your own critical skills like organization, self discipline and the ability to complete tasks from start to finish. The resources are very limited but the cooperation and devotion of the teaching and non-teaching staff is helpful in making the college stand still. The students of our college are from rural areas, and these tribal students are from economically backward areas and the college staff tries their best to bring them in the forefront. If we would have got the right support and appreciation, then we could have made the futures of the students brighter. The resources are very limited but the cooperation and devotion of the teaching and non-teaching staff is helpful in making the college stand

still. The students of our college are from rural areas, and these tribal students are from economically backward areas and the college staff tries their best to bring them in the forefront. If we would have got the right support and appreciation, then we could have made the futures of the students brighter. The college agrees and follows to every rule made by the University, like student admissions, through reservation policy, taking external admissions of other colleges, question paper setting, evaluation, viva, externals coming to our colleges for viva. The qualification of all the teachers is according to UGC norms and appointment is followed according to UGC guidelines. But there is a huge difference of salary between Constituent and Autonomous Colleges. This leads to much disappointment in teachers and their moral comes down. But still, everyone is working for the better future of the students and betterment of the college, and waiting for a ray of hope. Cooperation, unity, sacrifices makes our college different from others. Harmonious relationship between student -teachers relations helps to make the study easier and these are our best institutional strengths.

Institutional Weakness

There are certain strengths and weaknesses of every college. The story of our college is like it grew into a tree from a seed. There were many situations that were not in our favor, but still our college is progressing. But the support from bodies like HRD, University, State and Centre are very less and not matching the efforts that are put in teaching the rural and tribal students. We do not have such advance facilities like smart boards, WI-FI connection in the campus, this makes difficult for us for immediate internet connection when needed. Also university has given us instructions that from this session, we have to take admission online, which we are unable to do due to lack of internet facility. We also do not have the system of E-Library which is the need of the hour. In our college there is no separate common rooms for boys and girls, reading room for students, medical room with all facilities. Still we do not have full fledged computerised data entry system. We are facing lots of problem due to this in many areas that demands online work. We have CCTV facility in some area of college campus, but we need it in every classroom. There should be a canteen and sanitary pads vending machine in college premises. We are facing lots of difficulties due to Lack of advance lab equipments and chemicals, computer with updated versions to teach students properly. But it would be very helpful if all these weaknesses overcome so that we make best use of the opportunities and facilities for the overall development of students and college in all. A major weakness of college teachers is the linguistic problem. The schooling of 95 per cent of the children enrolled here is in Hindi medium, but according to the demands of time and the increasing need of technology, most of the education system from the college syllabus is in English medium. In such a situation, teachers have to work double to tell the syllabus things in a simple way. Like UGC and other schemes of government, there should be a plan to promote girls education.

Institutional Opportunity

The college gives a broad range of skills and open up unexpected opportunities that aren't always there for those who haven't engaged in higher level of education. There are a lot of students who can't afford to pay college fees, so they are indulged in farming. So there are extra classes conducted for those students. In today's economy, employment options are shrinking for people who only have a high school diploma. A large majority of graduates work in the service industry, in low paying jobs that don't offer many opportunities for advancement. The graduates from our college on the other hand tend to have skills that equality them for a broad range of employment in fields that offer more upward mobility. There are various programmes conducted in college time to time to make students aware of their culture and tradition, folk dance and songs. There are different committees and departments in the college that organises field work and social welfare activities. This inculcates values in students in order to make them good human beings. The college education requires students

to overcome all types of adversity and prepares them not only for the work place but for dealing with many life challenges. Time management and organization are the two examples that this college focuses on. Most importantly the college focuses and aims at personality development of each and every student and is working more everyday in this direction.

The college strives for the development of cultural activities like dance, music, drama, rangoli, folk songs, tribal painting, hairstyle, cooking, etc and literary activities such as debate, essay writing, quiz competition etc. Students are encouraged to take part in such events at the college level and intercollegiate level. Our college students are using this facility with passion. Every year, a large number of boys and girls attend their youth festivals and inter college activities. The primary goals of extracurricular activities offered by our college focus on the individual student level, and the broader community level. These activities exist to complement the college's academic curriculum and to augment the student's educational experience.

Institutional Challenge

The biggest challenge before the college is to maintain the presence of students. The college has an enrollment of over 4500 students but still less than 50 per cent of the children come to the college. The biggest reason for this is their dependence on works other than the children studying here.

Employment Guarantee: One of the major challenges of the college is that we are still not able to guarantee jobs after the students complete their studies. The placement unit has not yet been formed in the college. The biggest reason for this is their dependence on works other than the children studying here. **Shortage of funds:** - Shortage of funds is a major challenge for the college. Due to this, many important tasks of the college are delayed. Due to this, neither teachers get regular salary nor are the timely execution of necessary tasks. Many college students also have to bear the brunt of it. Every resource of technology is available here, but due to lack of funds, we are not able to update it according to time and need.

Teachers vacancy: - Shortage of teachers is also a big challenge. The ratio of students and teachers is very less, due to this, teachers and students both were facing problem to complete syllabus.

Lack of employable skills: - There is a complete system for the study of regular subjects in the college. Students are also taking enrollment in it, but at present there is employment and technical education. Students are becoming more interested in it, but it is still lacking in college. The college has started the study of some employable subjects but it is still on a very small scale. It needs to be started on a large scale. Lack of resources is also a big challenge.

We are now trying to convert our weakness to strength and it is a big challenge for us. We meet same demands and expectations as the constituent and autonomous colleges that are asked by NAAC and universities but we are given less facilities for it.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Our college continues to be guided by a shared vision. We have a strategic plan and a commitment to institutional effectiveness that results in increased resources, flexibility, academic capacity and success for **Sanjay Gandhi Memorial College**. The infrastructure of any college plays a vital role in the development of the college as the students are now focusing on the labs, classrooms etc. while selecting a college. All colleges are now equipped with latest computer and internet connectivity but certain colleges are more advanced than the others and it's important to find those colleges. Practical subjects and group discussions help in developing a friendly environment between students and teachers. They participate in many Group discussions conducted at University and State level and represent our college. The students do case studies in remote areas and nearby villages and collect data from field work that is prescribed in their course of study. This helps the students to expand their knowledge and study roots of problems faced by people and students try to sort out these problems in their analysis. This in turn helps the students in facing some challenges of their personal lives. The NSS organizes awareness programs such as SWACHHATA ABHIYAAN which is an important part of our learning and teaching process. Our Principal, teachers and HOD's help and motivate them in this noble work for the society. In the current changing scenario we are focusing on the guidelines given by UGC to make improvements in the teaching and learning processes and trying our best to make it as better as it can. There are some programmes at GRADUATION LEVEL, having practical, like B.A. in Psychology, B.A. in Anthropology, B.A. in Home Science, B.A. in Sociology, B.A. in Geography, B.Sc. in Physics, Chemistry, Botany, Zoology and BCA. Students do field work where there is an involvement of teachers. Students do research and seminars are also conducted in college related to this. The college follows CBCS system and we are trying to take admission online but background of the students make it difficult for us because most of the students do not know about internet.

Teaching-learning and Evaluation

College teaching is a very complex activity that cannot easily be defined or measured. A major criterion of good teaching is, of course, the learning that results, but teachers cannot be held entirely responsible for student learning and often learning is as difficult to define and measure as teaching.

The teaching in our college includes developing effective instructional strategies, reaching today's students and teaching with technology. Books, articles, seminars and Guest Lectures provide ample help. Our teachers make sure about student's background and accordingly think about how they should teach, in order to meet the needs of all learners in their classrooms. Most of the students are from rural areas who were not provided with good education at the school level. So, we are not using very advanced techniques to educate them, we use the old pattern such as teaching on black board and sometimes we take classes with the use of smart board. Their performance is checked every 15 days as we conduct class tests. The students who underperform are advised and guided by the teachers to improve their performance and all the students are evaluated in these class tests. We take mid semester exams based on CBCS system as per UGC guideline in which students are tested and evaluated on their knowledge and given suggestions and special instructions through which students try to improve their thinking and learning skills.

An important part of our teaching curriculum is organizing doubt classes as well as extra classes for the students. The students are also encouraged to participate in classes by sometimes teaching their fellow classmates. There are group discussions that are organized in all the subjects. Practical classes are conducted in science subjects and social science subjects like Sociology, Anthropology, Geography, Psychology and Home science.

Students interaction with the teachers, two way communication, group discussions, is a part of the regular

curriculum. Since our college students come from rural and tribal areas, and their family background is such that they have to face many shortcomings. So all teachers try to provide education by resorting to modern techniques along with a homely environment.

Research, Innovations and Extension

Research, Innovations and Extension are very important parts for any educational institution. In **Sanjay Gandhi Memorial College**, our teachers' effort and ability makes it true. The teachers attend different seminars, conferences that are organized all over India and outside India. They also attend Refresher, orientation, capacity building courses, research methodology courses to upgrade their knowledge and changing pattern of education.

Our institution has created an ecosystem for innovations, including initiatives for creation and transfer of knowledge. There are number of Workshops/seminars conducted in the college and the teachers are active participants in them. Our teachers also go for lectures that are conducted in different colleges. We also invite Guest Lecturers for delivering lectures time to time. The college has been given awards that includes award to tribal language and literature teacher and also for social work.

The extension activities include that of NSS activities in the neighborhood community in terms of impact and sensitizing students to social issues and holistic development of the college. The teachers have always been guiding the three units of the NSS. Many seminars are focused on social issues. We also conduct seminars at the college level like Subhash Chandra Bose Jayanti, Birsa Munda Jayanti, Sanvidhan Diwas, Swachh Bharat Abhiyaan, etc. The students and teachers participate in different activities organized in Government and Non-Government Organizations. There is a collaboration of teachers and students on Field work, research, social work, etc.

Three teachers have got MRP. 1 teacher completed MAJOR RESEARCH PROJECT, from UGC and two teachers got MINOR RESEARCH PROJECT from UGC. After getting this MRP, we have been in the light of UGC and have been appreciated for this and despite of scarcity of enough resources and opportunities, our teachers have worked day and night for bringing recognition to our college.

Practical examinations are conducted in various subjects in which students participate and they are also trained in future research work, which is a part of a syllabus also. Teachers were using new techniques like POWER POINT PRESENTATION to deliver lectures.

Some college teachers guiding scholars under them for PH.D. All teachers are versatile in their fields.

Infrastructure and Learning Resources

There are certain requirements that are essential to be present in our college campus. Campus is situated in **Pandra, Ranchi**, which is our **own building**, located in one of the most lush-green areas of Ranchi. Its green campus with beautiful red brick building and majority of tribal students make it one of the must-seen

ones in Ranchi. The facilities include one playground for football, volleyball, khokho, kabaddi, and other outdoor games. The library situated in the college facilitates learning, teaching and research. The library is very rich and has ample of books of every subject. But we also require an E-LIBRARY for better learning and ON-LINE access. There are around 6000 books present in the library. The Department of Computer Science has one computer laboratory and has 12 Desktops and 2 laptops provided by Major and Minor Research Project holders. Seminar Room is also equipped with Desktop and LCD Projector. This helps the faculty to provide a better way of education as the students are able to see the things clearly and grasp the concepts easily when shown on a big screen. This is a new experience for the students from rural areas and they are startled to study on LCD screens.

The college established in 1980 and since then the greenery of the campus is maintained. We focus on maintenance of our flora. The students are advised to take care of the plants and instructed not to pluck any flowers. Our college focused on preserving the greenery of the campus. For a year, our college is trying to improve the infrastructure. This is also necessitated by need for repairs. Equipment such as laptops, cameras, printers, projectors etc. should be accessible for students and they should be given to them for timely needs. This will give an edge over others when it comes to placement and higher studies. So the infrastructure of the college plays an important role in selection of the college.

There are various facilities that we require for our college's infrastructure. We have one smart class in our college, but we need more. Also we need good sanitation .

Student Support and Progression

The college has a record of maintaining local tribal cultural traditions and regular cultural performance. We also have a library containing a large number of books, having some rare collection too. The college has a strong and highly educated teacher's body which whole-heartedly supports all the efforts initiated for the uplift of academic and administrative atmosphere of the institution. The students play a very important role in keeping the college's name up. They work hard, in academic, sports as well as extracurricular field. The college works for their development which motivates them to pursue their studies.

So we can say that despite of the students and the college in general, being deprived of many advantages, facilities and basic benefits to the teachers, we are meeting the goals of our strategic plan and we are focusing on our success and achievement in the years ahead.

The college also offers a variety of sports like cricket, football, volleyball, khokho, kabaddi, 100-200m race. Students participate in these sports and win prizes. They also represent our college on state level and they are awarded by Government. Even girls participate in few sports though their number is small. The teachers often encourage them girls to take part more and more games.

The primary goals of extracurricular activities offered by our college focus on the individual student level, and the broader community level. These activities exist to complement the college's academic curriculum and to augment the student's educational experience.

The students are getting exposure to these subjects according their interests. The teachers are active in their respective courses and are excelling in providing community service.

We have Anti ragging policy in our college and we seriously work on it. There are various committees like ST-

SC CELL, grievances cell. The students bring their queries and problems and committees work together and try to solve them. The students also seek help and support from the teachers. This leads to overall development of the students and they become more outspoken. Since there are a majority of tribal students, we work towards their progress with their culture conserved.

Governance, Leadership and Management

Sanjay Gandhi Memorial College is a Co-educational college. The college is situated in a green area where it enjoys location advantages which enable the tribal students and staff to commute conveniently by auto and their own vehicles. The cooperation of dedicated staff members ensures smooth functioning of the institution. The faculty members particularly come forward spontaneously to shoulder many responsibilities related to the furtherance of vision and the well being of the institution. There is a passion for improvement and innovation.

There are various loopholes in the functioning system of the institution. There are very less infrastructural activities that take place in the college. There are many things that need to be repaired. Still, the students as well as the teachers try to conduct classes in this situation. This in a way reflects the student-teacher unity. Also, the Grant provided by HRD is very less. The teachers are paid less in return to their hard work which they are putting for this college. But still, the staffs members and teachers dedicate themselves for the development of all the students, teach them and give all their time and strength for the overall betterment of the college. There is a TEACHER'S REPRESENTATIVE which addresses issues related to faculty members and staff of the college and give them advices too.

The faculty is highly qualified, inclined towards research and innovative research. There is an excellent student-teacher relationship, enabling motivation of moderate level that leads to the achievement of good goals by the students. There are not much laboratories in the college, but still there is full utilization of laboratory. The number of students in the college is on the increase. Every year there are more and more tribal students who enroll in our college. Our college has the maximum number of tribal students studying, as we give opportunities to those students who are not from a good financial background. The college is running three streams, Arts, Science and Commerce along with two vocational courses BBA and BCA successfully for the past 40 years.

Institutional Values and Best Practices

Extra curricular activities are a crucial component of our college. These activities become very important later because they help you develop your talents, interests, and passions. They teach practical skills like time management. In the academic field, we organize essay competitions, poetry etc. We also felicitate students who are good at studies and they are awarded time to time. The Department of ART AND CULTURE of Jharkhand Government organize different competitions at the University level in which our students participate and win prizes. These activities allow them to express artistically-on paper, on stage etc.

In cultural activities, our college is one of the best institutions who are progressive. We have constantly focused on preserving our tribal culture. Majority of the students are tribal and they show great enthusiasm in participation. The activities such as Rangoli painting and folk dance and music competitions are a great platform for the students to showcase their talent. These activities help the students to remain connected and, in some cases, re-connect with their roots. They do not let the students feel that they are far from their homes. There are different festivals such as Saraswathi Pooja, local tribal festivals such as Sarhul and Karma are celebrated in college premises where students come forward to sing in groups, perform their folkdance and also

play different instruments. The students are encouraged to participate in these festivals. Extracurricular activities provide a setting to become involved and to interact with other students, thus leading to increased learning and enhanced development. However much is needed to be done in this area. The facilities are not enough and students must be provided with a more advanced scope in extracurricular activities. There should be more sports equipment that would increase the number of games that our college organizes. There should be more impressive extracurricular activities such as student club, volunteer groups , student government ,student newspaper etc., so that students gets more opportunity and exposure along with academic excellence.

The teachers of our college ensure that the girl students feel safe in the college permises.this is our topmost priority for the girls.

NAAC

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	SANJAY GANDHI MEMORIAL COLLEGE
Address	SANJAY GANDHI MEMORIAL COLLEGE, PANDRA, RANCHI
City	RANCHI
State	Jharkhand
Pin	835222
Website	www.sgmcollegeranchi.org

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	DURGA LAL SHARMA	0651-9304263609	9304263609	0651-2544005	sgmcranchi@gmail.com
IQAC / CIQA coordinator	RAJ SHRIVASTAVA	0651-7004052425	9304625922	-	drrajshrivastava@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	14-11-1980

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Jharkhand	Ranchi University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	23-03-2001	View Document
12B of UGC	19-02-2010	View Document

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

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
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Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	SANJAY GANDHI MEMORIAL COLLEGE, PANDRA, RANCHI	Urban	8.43	93525

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Anthropology	36	INTERMEDIATE	English,Hindi	50	14
UG	BA,Economics	36	INTERMEDIATE	English,Hindi	100	37
UG	BA,Geography	36	INTERMEDIATE	English,Hindi	250	224
UG	BA,History	36	INTERMEDIATE	English,Hindi	250	146
UG	BA,Home Science	36	INTERMEDIATE	English,Hindi	50	13
UG	BA,Philosophy	36	INTERMEDIATE	English,Hindi	50	9
UG	BA,Political Science	36	INTERMEDIATE	English,Hindi	250	214
UG	BA,Psychology	36	INTERMEDIATE	English,Hindi	50	10
UG	BA,Sociology	36	INTERMEDIATE	English,Hindi	100	60
UG	BA,Nagpuri	36	INTERMEDIATE	Hindi	100	51
UG	BA,Hindi	36	INTERMEDIATE	Hindi	250	204
UG	BA,Kurukh	36	INTERMEDIATE	Hindi,Kurukh	100	34

UG	BA,Sanskrit	36	INTERMED IATE	Hindi	50	14
UG	BCom,Com merce	36	INTERMED IATE	English,Hindi	300	77
UG	BSc,Physics	36	INTERMED IATE	English	50	16
UG	BSc,Chemistry	36	INTERMED IATE	English	50	7
UG	BSc,Mathematics	36	INTERMED IATE	English	50	18
UG	BSc,Zoology	36	INTERMED IATE	English	50	14
UG	BSc,Botany	36	INTERMED IATE	English	50	8
UG	BA,English	36	INTERMED IATE	English	150	125
UG	BCA,Bca	36	INTERMED IATE	English	50	13
UG	BBA,Bba	36	INTERMED IATE	English	50	5
UG	BCom,Bcom General	36	INTERMED IATE	English,Hindi	50	18
UG	BSc,Bsc General	36	INTERMED IATE	English,Hindi	50	0
UG	BA,Ba General	36	INTERMED IATE	English,Hindi	50	8

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				49			
Recruited	0	0	0	0	0	0	0	0	18	20	0	38
Yet to Recruit	0				0				11			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				9			
Recruited	0	0	0	0	0	0	0	0	5	4	0	9
Yet to Recruit	0				0				0			

Non-Teaching Staff						
	Male		Female		Others	Total
Sanctioned by the UGC /University State Government						17
Recruited	9		5		0	14
Yet to Recruit						3
Sanctioned by the Management/Society or Other Authorized Bodies						12
Recruited	10		2		0	12
Yet to Recruit						0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				4
Recruited	0	0	0	0
Yet to Recruit				4
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	1	2	0	3
Ph.D.	0	0	0	0	0	0	13	21	0	34
M.Phil.	0	0	0	0	0	0	2	1	0	3
PG	0	0	0	0	0	0	23	24	0	47

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	0	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
		UG	Male	778	0	0
	Female	561	0	0	0	561
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	60	32	37	41
	Female	45	46	35	23
	Others	0	0	0	0
ST	Male	154	216	228	207
	Female	280	256	229	234
	Others	0	0	0	0
OBC	Male	255	231	304	320
	Female	269	293	271	274
	Others	0	0	0	0
General	Male	170	150	117	115
	Female	189	176	113	88
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		1422	1400	1334	1302

3. Extended Profile

3.1 Program

Number of courses offered by the Institution across all programs during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
490	490	490	490	490
File Description			Document	
Institutional data in prescribed format			View Document	

Number of programs offered year-wise for last five years?

2018-19	2017-18	2016-17	2015-16	2014-15
25	25	25	25	25

3.2 Students

Number of students year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1354	1400	1310	1328	1398
File Description			Document	
Institutional data in prescribed format			View Document	

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
470	470	470	470	470
File Description			Document	
Institutional data in prescribed format			View Document	

Number of outgoing / final year students year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
454	451	470	514	520
File Description		Document		
Institutional data in prescribed format		View Document		

3.3 Teachers

Number of full time teachers year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
47	48	48	48	48
File Description		Document		
Institutional data in prescribed format		View Document		

Number of sanctioned posts year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
48	48	48	48	48
File Description		Document		
Institutional data in prescribed format		View Document		

3.4 Institution

Total number of classrooms and seminar halls

Response: 32

Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
39	30.49	13.66	78.99	39.42

Number of Computers

Response: 12

Total number of computers in the campus for academic purpose

Response: 10

NAAC

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

The College follows the curriculum designed by UGC. We are thoroughly following the CBCS system. At the very beginning of every academic year, we lay out an academic calendar. There is a committee headed by a Routine In charge that sets the schedule of each stream for teaching that involves lecture hours.

The head of the department conducts meetings to plan and organize the schedule of lectures and also distributes the syllabus among the teachers of their respective departments. The Head of the Department instructs the faculty members to complete the syllabus within the given time. If the teachers are unable to complete the syllabus in the given stipulated time, they conduct extra classes for their subjects. As per the latest guidelines, new books are arranged with the concern of subject teachers and students. For implementation of curriculum, teachers include methods like presentation, assignments and seminars for effective teaching. But due to lack of infrastructure and facilities, these things are not done on a broader basis. We try to do it on a lower level with the available facilities.

The college receives regular updates from the UGC through letters and emails when there are any changes or updates regarding any change in the curriculum. We get support from the university but it's not enough for the total understanding. We require timely meetings so that we are given instructions regarding assignments, tests that are conducted before the examination. Different committees in college aorganizes SWACCHATA ABHIYAAN so that they make the villagers aware of it and we also carry surveys. If there is any superstition among the villagers, we try to make them aware of the right things.

The strategy of the college is to provide quality education to the deprived section of the society for ushering in greater human values. Each year, a meeting is held at the beginning of each calendar year, to evaluate the achievements and failures of the past area and fresh modalities are laid out for the upcoming year. Apart from these, the college adheres to the sports and cultural calendar framed by the university. We organize sports for both girls and boys and they participate with great enthusiasm. The labs are insufficient so we are not able to provide the best education to the students. We need more facilities such as more laboratories, smart classes and more books in the library

The vision of the college is to develop human resources with the existing facilities of the highest order. But we can do more if we are provided with more facilities and benefits. We focus on the enlightenment of society and mainly by endowing students residing in Backward Area with value based quality education. Our mission is to empower and uplift the tribal students and provide them good education that will help them to enhance their personalities. The institution pushes the students to their limits and work in their development and future success.

1.1.2 The institution adheres to the academic calendar including for the conduct of CIE**Response:**

The college adheres to academic calendar provided by the UGC for the conduction of Continuous Internal Evaluation system. The academic calendar includes the commencement and completion of the syllabus, schedules of internal assessments, assignments, presentations, etc. The academic calendar also outlines the tentative dates of practical exams, viva and theory examinations which the teachers follow thoroughly.

The time tables are prepared and implemented accordingly. The teachers prepare their teaching plans according to the academic calendar and follow the guidelines of the University. The schedule of the external examination is fixed by the University and the same is displayed on the notice board of the college. In case of any change in the schedule, the changes are communicated to the students in advance. However, all efforts are made by the Institute to adhere to the academic calendar for CIE. Preparatory exams, internal assessments, presentations and assignments are conducted by the college every year before the University exams bases on the CBCS system. Our teachers conduct regular class tests on various topics of their subject.

We do assessments of the internal exams and after assessment, answer scripts are distributed among the students. Those who score less marks, the teachers ensure that they conduct extra classes to discuss the test papers and also clear their doubts. Then the students write correct and apt answers and hence the teachers clear their doubts by giving advice. The Principal conducts curricular as well as extra- curricular review meetings on regular basis to check the implementation and progress of all activities in the calendar. The teachers work hard for ensuring the proper implementation of all the guidelines. They also make schedules of extra classes if required.

The academic calendar also indicates the annual working period of the teachers which includes working days, teaching days, admission period, examination and valuation period as per the University and UGC guidelines. The total working days provided by the university are around 285, out of which 220 are reserved for teaching work. Working days are strictly followed by the teachers and they try to complete their syllabus on time. The academic curriculum contains the complete teaching process. It also includes teaching plan and execution activities.

We also conduct various tests like unit tests, practical examinations, viva, assignments, projects, seminars, group discussions by the teachers that are indicated in the academic calendar as it indicates the specific period of study in the session. The academic calendar gives particular period to conduct extracurricular activities and social activities such as Birth and Death Anniversary celebration of the national icons, celebration of various international and national days, Tree plantation program done by the students to keep the campus green, blood donation camps and various other social activities. Main motive for this to make the students aware about various environment related issues. The sports competitions are organized as per the schedule of the academic calendar. Hence the college follow the academic calendar with proper planning.

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 last five years

1. Academic council/BoS of Affiliating university
2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
4. Assessment /evaluation process of the affiliating University

E. None of the above

D. Any 1 of the above

C. Any 2 of the above

B. Any 3 of the above

Response: D. Any 1 of the above

File Description	Document
Institutional data in prescribed format	View Document

1.2 Academic Flexibility

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

Response: 100

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

Response: 25

File Description	Document
Institutional data in prescribed format	View Document

1.2.2 Number of Add on /Certificate programs offered during the last five years

Response: 0

1.2.2.1 How many Add on /Certificate programs are added within the last 5 years.

2018-19	2017-18	2016-17	2015-16	2014-15
00	00	00	00	00

File Description	Document
Institutional data in prescribed format	View Document

1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years

Response: 0

1.2.3.1 Number of students enrolled in value added courses (beyond the curriculum) offered year-wise during last five years.

2018-19	2017-18	2016-17	2015-16	2014-15
00	00	00	00	00

1.3 Curriculum Enrichment

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

Response:

In our college, a teacher is constantly under the scrutiny of his/her students and the society by large. We adhere to a responsible pattern of conduct and make the students understand professional ethics. We also seek to make professional growth continuously through study and research. We also invite Private companies and other organizations to give speeches, and we strive to improve education and profession through them. We strongly oppose and also not indulge in plagiarism and other non-ethical behavior in teaching. We abide by the Ordinance and guidelines of the University and respect its ideals, vision, missions, cultural practices and traditions. Thus we co-operate and assist in carrying out the functions relating to University curriculum.

It's important that all classmates are given the chance to succeed no matter what their gender is. We in our college, help achieve gender equality in our classrooms by challenging traditional stereotypes and creating equal opportunities for our students. By fostering an inclusive classroom environment, we welcome and respect both the genders. There are many girl students from tribal areas who are not encouraged by their families, but we encourage them to take admissions. We often conduct classes to talk on gender sensitization. But we also place various problems, so we need more opportunities and help from the higher authorities.

When we talk of Human Values, we focus on the challenges and problems that are in front of the students as well as teachers at the levels of individual, family, society and nature. Through the method of a vibrant dialogue, students are encouraged to do self exploration in order to differentiate right from wrong. We teach them how every student must respect another individual who has the same rights as him/her. They are taught to respect the rights and also not cause any harm to basic human values. Through NSS, we commit to social work, that makes the students aware of their human rights and values. They are made

aware of the decisions that they must take in their lives and hence they are made to respond to situations instead of react. The values of honesty, ethics, truthfulness, loyalty, etc are taught to the students.

We know that our environment is suffering from existing and irreversible damage and we completely understand it. We always conduct plantation programs on regular basis so as to maintain greenery in the college. We are the only campus with most greenery. Our college area also surrounds trees and plants and hence we are focused towards preserving this greenery. We plant trees through NSS programs and also on special events like Environment Day. We make sure that students don't waste water in the campus area and hence they are reminded of the same. We teach the students on how to recycle paper and plastics, along with trying to reduce usage of electricity in order to ensure sustainable development and preserve the planet.

1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 0

1.3.2.1 Number of courses that include experiential learning through project work/field work/internship year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
00	00	00	00	00

File Description	Document
Institutional data in prescribed format	View Document

1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year

Response: 0

1.3.3.1 Number of students undertaking project work/field work / internships

Response: 00

File Description	Document
Institutional data in prescribed format	View Document

1.4 Feedback System

1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni

- E. None of the above**
- D. Any 1 of the above**
- C. Any 2 of the above**
- B. Any 3 of the above**

Response: D. Any 1 of the above

1.4.2 Feedback process of the Institution may be classified as follows: Options:

- 1. Feedback collected, analysed and action taken and feedback available on website**
- 2. Feedback collected, analysed and action has been taken**
- 3. Feedback collected and analysed**
- 4. Feedback collected**
- 5. Feedback not collected**

- E. Feedback not collected**
- D. Feedback collected**
- C. Feedback collected and analysed**
- B. Feedback collected, analysed and action has been taken**

Response: D. Feedback collected

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 46.74

2.1.1.1 Number of students admitted year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
456	431	450	454	406

2.1.1.2 Number of sanctioned seats year wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
940	940	940	940	940

File Description

Institutional data in prescribed format

Document

[View Document](#)

2.1.2 Average percentage of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 76.55

2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
386	330	349	341	393

File Description

Institutional data in prescribed format

Document

[View Document](#)

2.2 Catering to Student Diversity

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

Response:

The institution assesses the learning levels of the students and organizes special programs for advanced learners and slow learners.

The students are from tribal background. They come from very weak financial backgrounds and are deprived of various facilities, involving basic amenities. The students are admitted in the college which is also far from their villages. The students never got the facilities like books and other study materials. Most of the students have studied in Hindi medium schools and they don't have the facilities like smart classes and they are also unaware of many technologies.

When they get admission in our college, we ensure that they get education which is suitable for them and easy to understand. The teachers try to communicate in student's language when its required. When the students are not able to understand many things of the course, we make sure that they ask them in the doubt classes. We organize doubt classes on regular intervals so that the students are able to get their concepts clear. We make sure that full attention is given to the Hindi medium because many times they hesitate in the classes. These students are given proper guidance so that their doubts are clear. Students are comfortable to discuss in their own language when teachers try to discuss it in extra classes.

According to the recent guidelines, the new CBCS system is being followed in the college. Many students find it difficult to adjust to this current system of education. The teachers make sure that the students who have not experienced this type of learning ever in their schools, have the proper knowledge of the same. We organize regular extra classes so that they try to get good scores.

Sometimes it becomes difficult for the teachers to maintain a proper curriculum of the learning structure because the students become irregular. They miss the classes and the number of absentees increase, which makes it difficult for the teachers to conduct regular classes. The students who live far from the college have to catch buses in order to reach the college on time. They miss their buses often and hence they do not attend college. This is the reason they lag behind from other students. So the teachers conduct extra classes and to complete their course. The slow learners are given special attention by the teachers. They conduct group discussions and also provide them with study materials. Though we don't have enough facilities, we still try to conduct classes and seminars using one smart class. The teachers divide their classes and timings for using the smart class.

College organizes special programs for the slow learners. Slow learners face exams that help them improvise their skills. Our aim is mainly to improve their pass percentage. The teachers asses the nature of their problems and then motivates them in a friendly way to reach their academic goals. Daily attendance is recorded in the college. We also re-explain the critical topics to improve their performance.

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

Response: 26.04

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

Response:

Experimental learning is a major form of teaching at our college. We ensure that experimental learning is effective, as per the guidelines of UGC. We have many different design models for experimental learning such as laboratory, workshops, conferences, etc. Today we ensure that laboratories are properly working but we have very limited facilities. We need more equipment for our labs. Some of the equipments are outdated and needs replacement. We also need more workshops and even studios so that we can start encouraging creative arts. All these will give students hands-on experience to develop their understanding and skills.

To ensure participation, our faculty members ensure that they are dealing with students face- to face. We ask the students to introduce themselves and allow them to participate in class discussions. We have clear and prepared structure of the lectures that involve student participation. They are asked to take up tests and assignments for their assessment. The students are reluctant to ask questions, for which we organize extra classes and discussions where they come with their questions and also give their views. Through this, we make sure each and every individual is given equal opportunities.

The problem solving methodologies in our college involves students applying critical and creative thinking skills prior to knowledge during the problem-solving process. The end result of problem-solving is typically some kind of decision and solution. The students are often hesitating to ask questions in the class. We focus on them and sort out this problem. Also when students are unable to understand certain things, we make them understand in their language. Many textbooks present or ask only the results of problem-solving and not the whole process. So we as teachers try to focus on student's skills and help them out while solving such questions. We also organize field works and studies through our college that work extensively on the caliber and skills of students that they enhance spontaneously. It reflects their personality and creative thinking.

Hence, we provide opportunities for students to examine the process of getting the answer. This leads to additional transfer problems that use the knowledge gained in a different context. There are many potential benefits of problem solving at all levels for enhancing learning experiences. With effective problem solving learning, students can become more engaged in their learning and empowered to become more autonomous in classroom work. This, in turn, may lead to improved attitudes about the classroom and thus to other gains such as increased abilities for social-problem solving. Students can gain a deeper understanding of concepts, acquire skills necessary in the real word and these skills will help them become self-independent. Students from poor backgrounds are less hesitant now and with continuous interaction and discussion with their fellow classmates and teachers, they are now able to present themselves boldly. Students also develop better language skills by our efforts, thus methods are effective.

2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

Response:

In our college, teachers remain central to the learning process. The traditional teacher leadership skills and practices are still important for some students. Lesson planning is vital when using ICTs. ICTs are seen as tools to help teachers create more learner centric learning environments.

We have very limited infrastructure in our college. The availability of equipment is very little. We know that students require more infrastructures for broader experimentation. In today's world, with the higher demands and scopes, the technology is working very well and every technology is being updated as per the latest requirements. In many colleges, there is larger availability of technological equipments. Their infrastructure is good and students are exposed to many new technologies. In our college, we are dealing with a problem. We have only one projector, which has to be used turn by turn by the teachers. There are many classes and topics that need to be discussed on screen. But due to scarcity of projectors, the students are not able to get access.

Also, when we talk about newer updated technologies, we must say that there are only 2 laptops in the entire college. The students are not able to use laptops for their works. The laptops are to be used for their projects, classroom discussions, presentations and also assignments. But the laptops are busy in different works. So there is a need to get more laptops in the college. We are able to present power point presentations using one projector and hence there are fewer presentations in the college.

We all know that laboratories are the most important requirement for BCA and BBA students. There are various colleges having high tech and rooms of laboratories in their campus. But in our college we have only one laboratory having only 12 computers. This becomes a problem for such vast number of students. There is often shortage of time and space when students have to use the labs. The systems are very old and they are not even updated. We really require up gradation as well as replacement of these systems because the students are lagging behind and the current world is using high tech upgraded versions of laptops and software.

We require certain tools like television for notice and important news display. The most important requirement today is of 'e-library'. This will help the students allot. Use of ICT as presentation tools such as through LCD Projectors, Television, Electronic Whiteboards, laptops, etc will help the teachers to have more effective learning. Such uses of ICTs can re-enforce traditional pedagogical practices and divert focus from the content of what is being discussed or displayed to the tool being utilized. Teachers use extensive, ongoing exposure and are able to evaluate and select the most appropriate resources. We know that the students are more sophisticated in their use of technology than teachers. Hence we ensure the best and effective use of ICT in educating our students.

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

Response: 1354

2.3.3.1 Number of mentors

Response: 01

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years**Response:** 106.12

File Description	Document
Institutional data in prescribed format	View Document

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)**Response:** 71.97**2.4.2.1 Number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
34	36	36	33	33

File Description	Document
Institutional data in prescribed format	View Document

2.4.3 Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)**Response:** 18.28**2.4.3.1 Total experience of full-time teachers**

Response: 859

File Description	Document
Institutional data in prescribed format	View Document

2.5 Evaluation Process and Reforms**2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode****Response:**

We have always ensured that the system of transparency is always maintained in our college. We follow each and every guideline as per UGC instructions. The internal assessment is a crucial part of our education curriculum. The internal assessments are carried out as per the schedule of the academic

calendar. The assessments are a crucial part of our student's skills and learning process.

Our college is affiliated to 12B and 2F UGC. We abide by the rules and regulations for the evaluation process laid by UGC. We communicate these rules to students through syllabus copies that are given to them in the beginning of their course. The schedules of internal assessments are communicated to students and faculty in the beginning of the semester. We follow the semester system according to CBCS system. We take internal assessments before every term in 1 year.

The internal assessment evaluation process is communicated to students by their respective subject teachers on the very first day of the college, which is the orientation day. Students are given general instructions regarding the evaluation methods of University answer scripts. The teachers read these instructions in the classroom and the same is displayed on the notice board. If any change is made in the evaluation process, it's communicated to students and faculty through circulars.

We circulate the syllabus for the internal assessments in advance. The assessment involves various parameters such as assignments, presentations, class tests and tests through mail. We prescribe the booklist for internal assessment. Theory tests are conducted along with practical tests for Science, BBA and BCA students. The project work starts before one month of the semester examination. The topics for the projects are decided by the HOD and the faculty members. The faculty members encourage the students to do projects in groups and ensure that there is an active participation of the students for the same.

There are also various seminars that are conducted in our college. The students are asked to do a brief study of the seminars and make summary of them. This adds to their internal assessment evaluation. We ask the students to make presentations and through it, we do the evaluation. The evaluation method comprises of internal examinations held progressively during the semester and designed to check and report the periodic performance of the students. All the records and data bank of attendance in internal examinations, question papers, valued answer sheets/copies, mark sheets are properly maintained by the teachers for academic monitoring. After evaluation, marks are displayed on dates mentioned in the academic calendar by faculty members. Assessment copies are shown to the students. Some questions have specific remarks that are given by the teachers for the betterment of the students.

We follow the evaluation parameters and weightage of marks as per the policy of the UGC. Hence, there is complete transparency in the internal assessment according to the methods as per UGC guidelines.

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

Response:

In our college, we give very high preference to the mechanism of dealing internal examination. The system of taking internal examination is very transparent. We have been following the guidelines as per UGC norms and the CBCS system is being followed in our college since 2017. According to this system, we are conducting the internal assessment examinations on the basis of semester system. Sanjay Gandhi College is affiliated to Ranchi University and all examinations are Semester Examinations.

Any kind of discrepancy is brought to the notice of the institution and we work together for corrections.

We are given instructions by the University .We follow the instructions very strictly and we are very much serious about it. There are times when students get questions which are out of syllabus. As soon as the students point out, we immediately bring it to the University's notice. Thus this problem is solved. There are also cases when students report against evaluation system due to poor marks being awarded to them. The grievances are addressed by reporting the respective authority and then we also arrange re-examinations, if suggested.

We also have a mechanism prepared for any type of grievances of students about exam results. College helps students for seeking photocopies of answer scripts with re-assessment and re-counting of marks. There is a transparency between students and teachers when it comes to internal assessments. When we give them assignments they discuss with the teachers when they face any type of doubts. The teachers are very helpful and they provide the students with books, articles and also suggestions. The students are given remarks on these assignments and this adds to their internal assessment, according to the academic curriculum. Our college maintains complete transparency in the evaluation and also provides platform for redressal of grievances of students regarding University Examination and internal assessment respectively. We have a committee for the redressal of grievances and they provide and help to every matter that comes to them. The teachers work very efficiently in this direction and look into every matter carefully.

Some of the common grievances of students include late application form filling, non-receipt of admit card, etc. We communicate these problems to the examination committee and solve them at the earliest. Teachers play the most important role in helping the students to fill their exam forms. We immediately report the grievances regarding question paper to the University exam section and if there are incorrect question papers, we immediately provide the students with correct question papers. After the declaration of result, if any student has any objection, we thoroughly go through re- evaluation and recounting of marks. Also, we provide an option to students to make an online application for the photocopy of answer sheets. Now, we have opened an option for online distribution of answer sheets, mark sheet and any kind of readings. With all these mechanisms, we ensure transparent, time-bound and efficient environment.

2.6 Student Performance and Learning Outcomes

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

Response:

Our college ensures that each and every student is aware of their course. UGC introduced the CBCS system in 2017 and we are following it since then. It defines the curriculum and lays out the rules and regulations that are to be followed by us. It provides the students with a variety of courses, which they can choose. We have made our students aware of the evaluation following the grading system, which is considered better than the conventional marks system. UGC has formulated guidelines in order to bring uniformity in the evaluation system. The students are well aware of this system. They abide by the guidelines to be followed. They are allowed to choose skill- oriented papers, inter-disciplinary courses, according to their learning needs, interest and aptitude.

The CBCS system has made education more broad-based and our students are taking credits by combining unique combinations. There is full transparency between students and teachers when it comes to internal

assessment. The students feel free to ask their respective subject teachers about any doubts. We give the syllabus to our students on the very first day or orientation of the beginning of the academic year. The students are explained about their respective subjects and course-related assessment criteria. We offer different courses in our college that includes Honours and General degrees in BA, Bsc, Bcom, BBA and BCA. The students are explained about the credit points in line with the structure of CBCS. There are in total 25 courses in our college and we offer a great model of education for our students.

Our objective is to acquire conceptual knowledge and providing the same to our students. We maintain full transparency to enable the students to become familiar with the mechanism of subjects. The students have information about the current system of education and they abide by the same. They follow the instructions of the teachers and whenever they face any kind of doubt, they straight away consult with their respective subject teacher. Our academic calendar includes internal assessments, home examinations, viva and practical examinations and external examination. Internal assessment includes parameters like presentations, assignments, projects and class tests. One of the current systems that we have started recently is question-answer sessions via email. We ask the students to ask questions and the teachers mail them their answers. They also present queries related to assignments.

We have offered our students with a range of extra-curricular activities. There are extracurricular activities such as painting, singing, dance, gardening, NSS, and sports such as cricket, football, volleyball, etc. There are many tribal students who have never been exposed to such activities. Hence we make our students aware of such activities and also encourage them to participate in these activities. Thus there is full awareness among the students about the stated programs in the college.

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

Response:

In our college, we practice outcome based education at the beginning of every academic year. The institution is following CBCS system since 2017. We have offered different inter- disciplinary, intra-disciplinary and elective courses to our students. We have a planned system of academic curriculum for our undergraduate students.

The course outcomes are measured based on the performance in continuous internal assessment tests that we conduct in our college. The target for course outcomes in a course is set based on the performance in the course by the graduated students in the past academic years. The expected attainment of outcome of each course is set based on the cumulative probability, i.e. from the highest grade of the grades obtained by the past batch students. We have a system of continuous internal assessment tests. The question papers are based on the pattern that is laid down by UGC as per the CBCS system. The question papers are based on the approved syllabus.

The components of the course are given at the higher order cognitive levels. The nature of the components is decided by the respective faculty member. The components are in the form of assignments, projects, seminar presentations, class tests etc. The weightage of the assessment is done as- SEMESTER 1- Internal assessment 1- 25%, theory exam of 75% and SEMESTER 2- internal assessment 2- 25% and theory exam Of 75%. We make sure those different levels of evaluation in terms of marks weightage when we do assessments on different parameters.

In the direct assessment method, we take assignments, internal examinations that comprises of different marks weightage. The students are assigned to solve several problems related to their respective courses. The assessment is done based on their performances. The internal examination is a type of performance assessment that is carried out in the form of class tests which is held once in each semester. We teachers focus on achieving the course outcomes and enhancing student capabilities. The semester end examination comprises the whole syllabus of the course, which is a measure for assessing whether the entire course are attained or not.

At the end of the semester, the teachers conduct assessment of learning of course outcomes for each subject. Course Outcomes involved in the assessment process is outlined with the indication of attainment level. We in our college give immense importance to the teaching- learning process as per UGC guidelines. We prepare clear course plans and course schedules that are prepared by the faculties . We make this available to the students at the beginning of the academic year. The academic calendar and the detailed syllabus and regulations are published annually. These contain the curriculum, method of teaching, evaluation, the plans for curricular and extracurricular activities, seminars, conferences and NSS programs. We through our Course outcomes, encourage cooperative learning through projects, assignments, presentations, and group discussions. The system of internal assessment motivates the students to study continuously.

2.6.3 Average pass percentage of Students during last five years

Response: 85.38

2.6.3.1 Total number of final year students who passed the university examination year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
442	401	387	444	374

2.6.3.2 Total number of final year students who appeared for the university examination year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
454	451	470	514	520

File Description

Institutional data in prescribed format

Document

[View Document](#)

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process**Response:** 3.05

File Description	Document
Upload database of all currently enrolled students (Data Template)	View Document

NVAAC

Criterion 3 - 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 last five years (INR in Lakhs)

Response: 4.29

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

2018-19	2017-18	2016-17	2015-16	2014-15
00	00	2.57	00	1.72

File Description

Institutional data in prescribed format

Document

[View Document](#)

3.1.2 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 5.71

3.1.2.1 Number of departments having Research projects funded by government and non-government agencies during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1	0	0	1	0

3.1.2.2 Number of departments offering academic programmes

2018-19	2017-18	2016-17	2015-16	2014-15
7	7	7	7	7

File Description

Institutional data in prescribed format

Document

[View Document](#)

3.1.3 Number of Seminars/conferences/workshops conducted by the institution during the last five years**Response:** 8**3.1.3.1 Total number of Seminars/conferences/workshops conducted by the institution year-wise during last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
00	2	2	2	2

File Description**Document**

Institutional data in prescribed format

[View Document](#)**3.2 Research Publications and Awards****3.2.1 Number of papers published per teacher in the Journals notified on UGC website during the last five years****Response:** 0**3.2.1.1 Number of research papers in the Journals notified on UGC website during the last five years.**

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	00	00

File Description**Document**

Institutional data in prescribed format

[View Document](#)**3.2.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years****Response:** 0.31**3.2.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
1	2	7	3	2

File Description	Document
Institutional data in prescribed format	View Document

3.3 Extension Activities

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

Response:

The college also conducts many activities for the all-round development of children in the nearby mohallas besides the class room. The college is making people aware of various social issues in the direction of developing education as a collective stake. This includes cleanliness drive, girl education, toilet status in homes, etc.

Its aim is not only to make people aware, but it also gives students a sense of social responsibility. For this, a college-society network has been developed by the NSS wing of the college. Under this, some villages have also been adopted by the college.

In this program of community development, a dedicated team of some college students and teachers has been formed by the NSS Unit. The rural area is still struggling with basic problems. People are forced to live in the midst of dirt and garbage. Due to this, people are still unaware of the health problems. People are still forced to defecate in the open.

This is where the volunteer of the NSS has to fulfill his responsibility. The village of Pandara has been adopted by the NSS unit of the college. These not only conduct awareness programs at regular intervals but also provide information about the benefits to the people under the government's Swachh Bharat Abhiyan program. The toilets constructed under it have to be checked and their remuneration as and when required. Not only this, if they require money, it is also provided through donations.

Liquor still remains a curse in the villages of Jharkhand. Women have to bear the brunt of it. Alam is that men fall here after drinking country liquor from early morning and women have to go to work. To get rid of this, the drug addiction center has been opened by the NSA. Here people are getting rid of alcohol with the help of doctors.

Its effect is also visible in the society. People have started giving up alcohol and returning to their work. Medical camps are also organized in rural areas on behalf of students involved in NSS. In this, free medical examination of needy people of rural area is done. Along with the investigation, free medicines are also distributed as per the requirement. During this, blood donation is also organized on behalf of the students. Apart from this, competitions on different topics are also organized among the children here.

Reaching out among different sections of the society, working towards knowing and solving their problems, not only makes the students aware of the situations of the society, but it will also help in making

them a better and capable person. is. The effect of their contribution is now visible in the surrounding villages and people are also appreciating this initiative of the students.

3.3.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

Response: 1

3.3.2.1 Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	1	0	0

File Description

Document

Institutional data in prescribed format

[View Document](#)

3.3.3 Number of extension and outreach Programmes 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 organised in collaboration with industry, community and NGOs during the last five years.

Response: 3

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

2018-19	2017-18	2016-17	2015-16	2014-15
01	0	02	0	00

File Description

Document

Institutional data in prescribed format

[View Document](#)

3.3.4 Average percentage of students participating in extension activities at 3.3.3. above during last five years

Response: 2.43

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

2018-19	2017-18	2016-17	2015-16	2014-15
50	00	111	00	00

File Description

Document

Institutional data in prescribed format

[View Document](#)

3.4 Collaboration

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

Response: 0

3.4.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the- job training, research etc year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description

Document

Institutional data in prescribed format

[View Document](#)

3.4.2 Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the last five years

Response: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	View Document

NAAC

Criterion 4 - 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.

Response:

The infrastructure of a college plays an important role in the development of the college as the students in the current time are focusing on the labs, class rooms, etc. But unfortunately, our college lacks many infrastructural facilities as compared to other colleges. We know that infrastructure forms the basis of modern functioning of college. It helps in achieving greater heights of success with advancement and progress. As a result, the students contribute to the production process in future. So our college's need of the hour is a good and strong infrastructure in various fields concerned.

Our college has one single library, consisting of around 6000 books. There are many books that have become old enough to be replaced. They need immediate replacement and we need more books and updated versions of them. Besides books, our library has subscribed to some magazines, journals and newspapers. There is not an adequate reading room and hence we need the library to be enlarged in are consisting of a reading room. Also, we need more than one library for keeping books of different subjects. The need of the hour is an e- library so that students are able to get access to the books and readings online. This is an updated technology that other colleges have already started.

The college has 32 class rooms. There are fans and lights in every room. One room has a projector, but we require more. We give exposure to our tribal students and it's their right that they become a part of the latest technological innovations. The rooms are spacious and quit clean. We have 1 big playground for different sports. But there are different sports that are played in the college and we require more than one ground and also facilities for indoor activities. We give special attention to sports in our college. The college has sports infrastructure but they are also limited. We often get short of sports equipments.

There laboratories for Botany, Zoology, Geography, Physics, Chemistry, Psychology, Anthropology and Home Science with adequate equipments. There is only one Computer Lab in our college. There are only 12 computers for students and 2 for official purpose. The desktops needs replacement with latest laptops as other colleges is using laptops in their labs.

However, there are various facilities that our college lacks. We really need a WI-Fi facility, canteen, an Auditorium, Halls for extracurricular activities, proper drinking facility, a small medical room, CCTVs in every room, separate departmental notice boards, . We also lack technological advancement in the existing facilities such as computer labs, Projector, Classroom conditions, electricity, sanitation, furniture. There should be a Girls Common Room for the girl students and better washrooms as the conditions of washrooms are not good. Hence we can say that 'Technology is the need of the hour' and our college needs advancement in this area.

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

Response:

Our college consists of various facilities for students. But the facilities are not adequate as per the current facilities in other colleges. In order to keep pace with the growing demands of higher education, the college has significantly enhanced the infrastructure during the past years. But still we lack advancements in various areas.

Considering cultural activities in the college, we celebrate various festivals and also organize different cultural competitions. There are traditional tribal instruments such as Mandar, Dholak, Bansuri etc. Whenever any function takes place in the college, the students overwhelmingly participate in them and they in true sense are preserving their culture and ancestral traditions. Regular cultural activities take place in the college and students as well as the teachers take part in them. There should be more instruments available to us.

In the field of sports, we have one big playground, in which we organize annual sports day and also the students practice their regularly. They play volleyball, football and cricket, kabaddi and khokho. We have equipments for these sports but they are not enough. The current equipments are little outdated and they need replacement. We lack facilities in indoor games, as we don't have any indoor games in our college. However, there are students who suggest on having indoor games in the college, as there are various students who are better in playing indoor games. If given good facilities and enough opportunities, our students can perform really well in the indoor games and can even represent our college on the National level.

Unlike other colleges, our college doesn't have any facility for Gymnasium. There are various students who are from the sports field and they require daily workout routines. The students have repeatedly asked the authorities for having at least one gym for their better health as well as fitness. There must be a gym with separate timings for both girls and boys. The fitness of our students are a real concern for us and we really need to work in this direction. There is an increasing importance of Yoga worldwide. Not only in India, there are several foreign countries that have excellent plan for maintaining health through yoga. There are various colleges who organize camps on the International Yoga Day. They regularly emphasize on the necessity of Yoga for a good health and balanced lifestyle. There has been awareness among the students about Yoga when our Prime Minister took a great step towards professing the importance of Yoga. We, in our college have also tried organizing yoga camps and workshops but we have been unfortunate in this area. We require awareness as well as opportunity for taking up these camps so that we make our students healthy and fit. Hence, our infrastructural facilities are less adequate and we require serious advancements and more equipments, be it in sports, indoor games, gymnasium or yoga workshops.

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)

Response: 3.13

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 01

File Description	Document
Institutional data in prescribed format(Data template)	View Document

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

Response: 3.39

4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
1	1	1	1	1

File Description	Document
Institutional data in prescribed format(Data template)	View Document

4.2 Library as a Learning Resource

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

Response:

Sanjay Gandhi Memorial College has one library that has around 6000 books from various fields of subjects. We have currently a system of maintaining a register through which we receive and exchange books. The students put their signature on the register while exchanging the books. We don't have an e-library currently but have a proper system of management. The students take the books after issuing from the library. All the books are arranged in a proper sectional manner and alphabetical order in the racks.

The teachers also issue books from the library. They also recommend the students different books and readings that are present in the library. The students are given books for duration of 15 days and the students can also re- issue the books for more 15 days. The students who fail to return the books on time are charged a fine of 25 paisa. We also take security money deposit of Rs.200 at the beginning of the academic session and when the library session starts.

The library holds books, journals and other learning materials which enable students to acquire information, knowledge and skills required for their study programs. Our library is considered as the brain of our institution. The library management system of our college helps in maintaining data of books issued to the students and books available in the library. This helps our librarian to spot any particular at any given time in the library. This is customized as per individuals' requirements. Its easy to use interface and

immediate reporting makes things easier for the college library staff. We have good system that divides the books on Author name, Manuscript group, Publisher and more, for easy arrangement. We have a unique number in all the books that is recorded when the students issue the books as well as return it.

We keep a check on Return date, book catalogs with different genres, numbers of books issued, number of books available and collection and calculation of Fine on the individual book. We have strict policy on the issue of books and we make sure that the students as well as teachers don't misplace the books. The unique numbers make sure about the speedy and flawless operation and categorizing the books as per different genres. The students are time to time notified about book issues, book return, list of books available in the library, holidays, events, fines, etc. Such a structure in our college also makes available an option for the librarian to collect all the basic details displayed in the form of reports.

Hence the Library Management System of our college enable administrators to keep an eye on the library functioning and also enables librarian and the users to maximize time and efficiency. They also get to know about record of issued books and fine collection, apart from this management, we are also able to track the income from fines due to late submissions of books.

4.2.2 The institution has subscription for the following e-resources

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases
- 6.Remote access to e-resources

E. None of the above

D. Any 1 of the above

C. Any 2 of the above

B. Any 3 of the above

Response: E. None of the above

File Description	Document
Institutional data in prescribed format(Data template)	View Document

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	View Document

4.2.4 Percentage per day usage of library by teachers and students during the last completed academic year**Response:** 3.7**4.2.4.1 Number of teachers and students using library per day over last one year****Response:** 50**4.3 IT Infrastructure****4.3.1 Institution frequently updates its IT facilities including Wi-Fi****Response:**

Our college has a well developed system for providing IT facilities to the users. We have one LCD projector, 3 printers, 2 scanners that are in the photocopy area. The college has BBA and BCA courses. The students of BBA and BCA classes use 12 computers in the computer laboratory. The computers have software installed in them and the hardware is also maintained from time to time. The college website is monitored and updated from time to time by our IQAC in charge.

Sanjay Gandhi College also has a Biometric System for recording the attendance of teaching and non-teaching staffs. We have a dedicated computing facility in the college. The computers of the college are connected with printers and scanners whenever required. There are 2 laptops in our college that are given by the research scholars. We upload AISHE data through it. The students also work on the laptops for online internet searches. We also maintain our salary reports of teaching and non- teaching staffs on it.

We maintain a data entry system of every student's admission details. We also have a structure of maintaining records of ongoing and outgoing students of the college. We have one smart board that is for the better learning and teaching process. Our teachers also give power point presentations to students. In our college, the teachers use Internet for providing notes and additional information to the students that enhances their teaching and presentation skills. The maintenance of computer, Internet, installation of software and up gradation of hardware is done time to time. Our college take help of experts for maintenance and repairs of computers and also for up gradation of our college website. This maintenance

and up gradation is time to time.

Currently, we don't have a Wi-Fi networking system installed in our college, but all the necessary works are done through Jio-Fi. It has a very high speed of networking and a good connectivity for internet access. All the online tasks are done through it. There are CCTV cameras in staff rooms, lobby area and Principal's chamber, fee counter, examination department, that help us to monitor the college activities and also to keep a check on everyone. Our teachers exchange feedbacks and notes with the students through e-mails. The academic calendar as well as course information is updated online in the beginning of every academic year. Hence our college aims at giving futuristic facilities and experience to our students and the technology in our college is updated.

4.3.2 Student - Computer ratio (Data for the latest completed academic year)

Response: 130.2

4.3.3 Bandwidth of internet connection in the Institution

E. < 05 MBPS

D. 05 MBPS – 10 MBPS

C. 10 MBPS – 30 MBPS

B. 30 MBPS – 50 MBPS

Response: E. < 05 MBPS

4.4 Maintenance of Campus Infrastructure

4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years (INR in Lakhs)

Response: 6.69

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

2018-19	2017-18	2016-17	2015-16	2014-15
3	00	3	3	00

File Description

Institutional data in prescribed format (Data template)

Document

[View Document](#)

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.

Response:

Sanjay Gandhi Memorial College is committed to its students' needs that play a very important role for perpetual learning. The current established systems in the field of physical, academic and support facilities are adequate in our college. The maintenance and upkeep of the infrastructure facilities are carried out with the support of the college staff members. The college ensures optimal allocation and utilization of the available financial resources for maintenance of different facilities. We hold regular meetings as per the requirements in the interest of students. The students actively participate in this direction. We make the students familiar with our college working program.

The civil maintenance is supervised by the Teaching Faculty of the college. We look in matters of building infrastructure that includes classrooms, libraries, laboratories, gardening and others. Each division is supervised and is employed by respective skill workers. The classrooms are big in size and hold strength of approx 150 students. There are 34 classrooms and they are good in condition. There are smart boards and projectors too. We regularly look for the repairing of furniture of our classrooms. With the help of full time sweepers, cleanliness of classrooms is maintained. They are well equipped with mops, brushes etc. Students are sensitized regarding cleanliness and motivated for energy conservation by careful use of electricity in classrooms. We spread awareness about energy conservation through NSS. There are technicians, masons, plumbers and carpenters deputed by management who ensure the maintenance of classrooms and related infrastructure. We encourage our students to actively look for the conservation preservation of our college classrooms. They organize awareness programs and ask the students to participate in them.

Equipped with all the required experimental setups, spacious and full-fledged laboratories, Sanjay Gandhi Memorial College provides students the opportunity to develop and refine their skills. The equipment and machineries in the laboratories are maintained by the teachers themselves. There are total 8 laboratories for different subjects. The labs are adequately equipped with different tools and practical kits. However there is only one computer lab having 12 computers. There are 2 laptops handed over by research scholars. The faculty members instruct the students to learn in their classrooms and also practice the same. The calibration, repairing and maintenance of sophisticated lab equipments, microscopes used for biological and geological experiments are annually cleaned and maintained by the concerned departments and record is maintained by the faculty members and also supervised by HODs of the concerned departments. We don't have any lab- In charge and teachers themselves look after the proper management and maintenance of the laboratories. The computers are maintained well in the institution. The students have access to the college website, internet connectivity and other networking. Also, the students are encouraged to conduct new experiments beyond their syllabus, based on their learning.

Our college library extends opportunities for self-education to the enthusiastic students without any distinction. The library of our college develops in each student a sense of responsibility in the pursuit of knowledge. We provide resources that are necessary for research in the field of interest of the students as well as the teachers. We make the books and documents available for the teachers who require them for the preparation of their courses. We also provide a comprehensive selection of books and readings materials are available in the stack. We train the students in making use of the library properly and also encourage them to derive full advantage out of it. The library is headed by the Librarian and he looks after the library

very well. He is supported by the assistant librarian, supporting staff for journal and reference sections. The books are maintained and managed by the assistants and the students are advised to keep the books safe and in good condition. The library consists of around 6000 books of various subjects. On an average, the reading room has 10-12 sitting capacity. We maintain the record of the students who issue the books and they are also allowed to take the books. Late submission of the books leads to fine. The library is very rich in terms of the vast majority of the books. There are magazines, newspapers and journals that are available for the students. The teachers also prescribe different books that the students can have access to from the library itself.

We have limited sports facilities which is looked after by physical education instructor. We have developed a sports environment that plays a pivotal role in shaping one's personality and maintaining good health. The campus provides a good experience to all our students. We have multiple sport facilities to keep our students engaged in physical fitness. Our campus has a large playground with lush green grass. Every student is encouraged to take part in at least one outdoor activity. While games and sports directly contribute to physical development of students, other co-curricular activities in our college also indirectly contribute to it. There are various students who are very good in different games, who are enrolled in our college. The students play a variety of sports including cricket, football, volley ball, badminton, khokho, kabaddi, etc. They have access to the sports equipments that are kept in the sports room. All the sports and co-curricular activities provide a useful channel for the growth and development of the body.

Hence our college ensures proper maintenance of the equipments and we have a proper laid out procedure for the same. Be it any field, we focus on their preservation, availability and policies for utilization. The students interact with the teachers and both work together for the proper functioning of our college procedures.

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 0

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
00	00	00	00	00

File Description

Institutional data in prescribed format

Document

[View Document](#)

5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 0

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution / non- government agencies year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description

Institutional data in prescribed format

Document

[View Document](#)

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

E. None of the above

D. 1 of the above

C. 2 of the above

B. 3 of the above

Response: E. None of the above

File Description	Document
Institutional data in prescribed format	View Document

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Response: 0

5.1.4.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	00

File Description	Document
Institutional data in prescribed format	View Document

5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

- 1.Implementation of guidelines of statutory/regulatory bodies**
- 2.Organisation wide awareness and undertakings on policies with zero tolerance**
- 3.Mechanisms for submission of online/offline students' grievances**
- 4.Timely redressal of the grievances through appropriate committees**

E. None of the above

D. 1 of the above

C. 2 of the above

B. 3 of the above

Response: C. 2 of the above

5.2 Student Progression**5.2.1 Average percentage of placement of outgoing students during the last five years**

Response: 0

5.2.1.1 Number of outgoing students placed year - wise during the last five years.

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	View Document

5.2.2 Average percentage of students progressing to higher education during the last five years

Response: 0

5.2.2.1 Number of outgoing student progression to higher education during last five years.

Response: 00

File Description	Document
Institutional data in prescribed format	View Document

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

Response: 0

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	View Document

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 last five years.

Response: 0

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) year-wise during the last five years.

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	View Document

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)

Response:

Along with studying in the college, different activities are also organized. It also organizes important programs on national ,international for the purpose of overall development of cultural, literary and students. The college also celebrates the local cultural festival like Karma, Sarhul organized at the regional level, while religious programs like Saraswati Puja, Durga Puja, Holi, Gurunanak Jayanti are also celebrated. With this, through the program of Jubilee of freedom fighters, the students are also made aware

of their contribution to the independence of the country and their ideas in building a better society. It mainly includes Gandhi Jayanti, Netaji Subhash Chandra Bose Jayanti, Martyr Bhagata Singh Jayanti etc. Along with this, programs are also organized on Earth Day, Environment Day, Earth Disaster Day, Aids day etc. to explain what problems can arise in the students due to tampering with the environment or the meaning of calamities. Apart from this, students are also informed about their rights conferred in the Constitution through Constitution Day.

Activities were organized to inculcate the spirit of service among the students. It is also organized in a locality far from the college. Its purpose is to inform the students about the service and its importance, as well as the work being done for the society. It is mandatory for all college students to be involved Awareness program related with global warming and make students work in this direction. Teachers as well students together work when programs are organized by our college. The beauty of Ranchi is the local culture, folk art and tradition here. More than 80 percent of the students in the college are local and belongs to a completely rural environment and Scheduled Tribe community. In such a situation, their locality to celebrate their festival attracts people. The good thing is that due to the location of the college in the semi-urban area, when the children of rural areas give their presentation, it not only gives respect to the traditions but also gives people an opportunity to know, understand and connect with their culture. Keeping this in mind, students are given freedom to celebrate not only every festival but also all possible help from the college management. The State Establishment Day is also organized in the college for the students to know and understand their state. This program, which is being held for more than one day, organizes workshops, seminars and discussions on different topics related to the state. In this, students are informed about the essential aspects of inclusive development, history and future in the state. Apart from all this, the foundation day of the college is also celebrated with full pomp and show. Depending on the time and interest of the students, art, culture, sports, debate competitions are organized in it. Such programs not only help in increasing the enlightenment of the students. Students also get to know the hidden potential inside them. College will do all possible things according to their ability to enhance their talent.

5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 1

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

2018-19	2017-18	2016-17	2015-16	2014-15
1	1	1	1	1

File Description

Institutional data in prescribed format

Document

[View Document](#)

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

Response:

There is no framework of Alumni Association in our college as yet .However the college management is deeply concern about structuring it at initial level and collection of data and year wise list of alumnus are being prepared .It is likely to come into system in a month or two .The screening of year wise passing out of students in different year since the inception of college is on and datas of students successful in different fields and walks of life is being searched.

5.4.2 Alumni contribution during the last five years (INR in lakhs)

E. <1 Lakhs

D. 1 Lakhs - 3 Lakhs

C. 3 Lakhs - 4 Lakhs

B. 4 Lakhs - 5 Lakhs

Response: E. <1 Lakhs

Criterion 6 - 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

Response:

The college is constantly striving to provide a better education to the students. For this, many schemes were made which were also implemented and the students are also benefiting from it. The college management is trying to ensure that the students who come here from a financially weak background, do not have any problem here.

They do not have to wander for higher education. They do not have to wander for jobs. In addition to the normal degree course at the college, there are also professional courses like BCA and BBA. In this phase of modern studies, students are also being introduced to the digital world. The college is trying to get students to master the modern education system. For this, efforts are being made to start digital, smart classes, online classes, lectures equipped with modern equipment in the college.

The college is trying to generate interest in students towards books. A library has been provided in the college for this. It has the availability of a journal with updated books, so that students can get to know the scholar, learn and develop a better understanding. To develop the habit of books in students, books of syllabus along with books of literature are also given for reading.

Apart from this, contemporary magazines are also given for reading so that they are kept updated with the events happening in India and abroad. Also, work is on to develop **E-LIBRARY**.

The college is playing an important role in developing social leadership among the students. The college introduces them to the process of battling and conquering the odds. The college seeks to educate students as well as develop them as social human beings. In many odd circumstances, students are sent directly to society. They are empowered to evacuate the residents of the neighborhood and deal with the situations.

Apart from this, the college is taking several initiatives to enable students from social and educational perspectives. This includes providing a modern lab for science students, including an educational tour of arts students. The college is also trying for different placements for better attendance of students and after college they do not have to wander for jobs. The college also has many obstacles to fulfill its purpose and mission.

In many cases management tries to do much better but lack of funds, lack of better infrastructure, lack of support from high level, destroys management's plans. College management is also trying to start PG studies here. All the teachers of this place are also eligible for this, but we have been unsuccessful in this endeavor for years. It is being borne by not only the college management but also the students.

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

Response:

Our college has over the years evolved through collective leadership. We have a policy of academic excellence, remaining attached to our regional roots. **Sanjay Gandhi Memorial College** aims at encouraging their teachers as they participate in Decision- Making bodies. Our teachers discharge an important role in implementing the vision and goals of the institution and to that direction, they play a very major role.

Teachers take the role of leaders in influencing the institutional tactics through the Teachers Body Council which takes place in the form of meetings. We conduct meeting of teachers at the beginning of the academic session and they take major decisions that are important for the management of the college. Besides this, teachers are members of various committees and discharge specific roles in the institution. They participate in multiple tasks that are instituted for day to day functioning of the college. Some of these committees include Academic Council, Examination Committee, Admission Committee, Library Committee and the Seminar Committee.

Teachers through their autonomous interaction are able to contribute in a significant way to the participatory ethos of the college. One of the major roles played by our dedicated staff members is acting as motivators in the institution. Our college has a very effective and hard working NSS unit and our teachers play a role of heads of cultural and socially conscious activities that are organized by the NSS unit. They even participate in various activities such as Women's issues, social awareness programs, Folk music and dance, Sports activities, etc.

Our college practices decentralization and participatory management in keeping with its belief in collective leadership and democratic practices. This can be reflected and can be seen in the extensive delegation of authority to the HODs of the various departments in the college. The HODs look over the teaching plans of his/her department members. They often take the lead in planning seminars, workshops, departmental conferences, study tours, etc. They work with their departmental colleagues if any change is to be made in their respective courses. The consultation of the teachers is kept in mind every time. He plays a pivotal role for ensuing academic progression. The head enjoys, in consultation with the departmental teachers, total flexibility in planning and organizing seminars from the UGC sponsored level to that of students' seminars.

The teachers of our college play the most important role in the planning and development of our college vision and mission. They participate in the meetings that the Principal conducts time to time for planning different strategies. The teachers work with the students for their progress and overall personality development. They are the key players in developing a systematic, well-thought-out strategic plan that is laid out in a phased manner. Hence they contribute to the overall development and vibrancy of the management mechanisms of our institution.

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

Sanjay Gandhi College has a strategic plan that is effectively deployed and proves to be a roadmap for the enhanced distinction and strength of our institution. We have successfully developed our own college

strategic plan that identifies our distinction with other colleges. The plan has been officially approved by our faculty and staff members and this will definitely help in guiding college decisions and roles.

The most important area where we have laid out perfect strategic plan is towards the goal of TEACHING AND LEARNING. Our main focus is to enable student success in a rapidly changing world through transformed teaching and learning. We have continuously encouraged our students and teachers to work together in order to have an interaction in the classroom. We have encouraged our college faculty in a thoughtful dialogue about academic curriculum and have revisions to reduce course overlap and low-enrollment courses, while maintaining effective delivery. Our plan is to use developmental strategies to support and enhance academic programs, particularly field studies and experimental learning. We focus on improving classroom facilities and teaching technologies.

Our strategy is to improve mechanisms for engaging non-tenure track faculty and instructors in our teaching programs. We have been inviting guest faculty for delivering lectures and also we are organizing seminars. This gives the students greater exposure and they have newer experiences. The strategy also is to enhance our professional graduate education programs. We are thinking of developing consistent course offerings, faculty teaching assignments, recruitment and assessment. We focus on defining the leadership role, responsibilities and available resources for each of the twenty-five undergraduate programs. We support and reward a culture of dedicated academic advising among faculty and staff. Our dedicated staff and faculty members work really hard for the betterment of the institution.

Our objective is to develop integrative learning activities that span students' entire university experience. We support and reward faculty participation in interdisciplinary and integrated programs across campus. We have ensured that there is an environment of effective learning in the college. We have a scholarship named 'E Kalyan' that is offered by the, welfare department, Government of Jharkhand that have provisions for ST, SC and OBC. We utilize development and income to build student scholarships, for professional events and support participation in service-learning activities (NSS). We promote excellence in scholarship and creative activity to enhance life today and prepare the students for tomorrow.

The implementation of our strategic plan will be monitored time to time by our Principal and college faculty. The faculty prepares a detailed progress report and present in the meetings. With thorough analysis of outcomes, all the above strategies will lead to further processes and deployment of resources and plan. Hence our strategy is an effort for paving way towards accomplishment of goals and dreams to achieve.

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.

Response:

The governing body has been formed on the basis of government norms for operating the college. It is the defining and supreme body of the college. It consists of local MPs, academics, college principal, teacher representatives and university representatives. Almost all the sections have been given place in it which can provide better guidelines and guidance to the college. No changes in the college are possible without the consent of the governing body.

for this, they meet regularly. While the principal is the overall head of the college academy and management. From the better functioning of the college to its management, the principal of the college has the responsibility. Immediately, if there is a financial need in the execution of a work, then the principal also has the right to resolve it. Apart from this, he plays an important role in maintaining mutual coordination with all departments.

The college has separate departments for better functioning and heads of different department have responsibility and accountability for its smooth functioning. The roster prescribed by the government is followed in the appointment of teachers in the college. Based on this, vacancy is extracted and appointment is also made. Apart from this, the wording of the reservation policy of the government is also applicable. The college being located in the rural-urban area, the situation is that 50 percent seats are reserved for the scheduled castes and scheduled tribes and their number is 75 percent in the college. Every needy child is enrolled in the college. Attempts are made that no one has any problem. The college is following the service conditions rules laid down by the University Grants Commission. The classes, holidays, exams etc. prescribed in the college are all determined on the basis of the academic calendar issued by the university.

. Along with this in the policies, the college follows the guidelines of the UGC, AICTE and the univers

EPF

have also been arranged for all the academic and non-academic employees working here on behalf of the college management. There is no disturbance in this, the entire arrangement has also been made by the management. It is also regularly audited.

Arrangements have also been made for the execution of problems of students and teachers in the college.

More than half a dozen cells have been formed including its Grievance Redressal Cell, Anti Ragging Cell, SC-ST Committee, WOMEN CELL. They have been given different responsibilities. In addition, the college management also takes care that the problem of students and teachers can be resolved within a fixed period.

6.2.3 Implementation of e-governance in areas of operation

1. Administration

2. Finance and Accounts

3. Student Admission and Support

4. Examination

E. None of the above

D. 1 of the above

C. 2 of the above

B. 3 of the above

Response: E. None of the above

File Description	Document
Institutional data in prescribed format(Data template)	View Document

6.3 Faculty Empowerment Strategies

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

Response:

The management of teachers and non-academic staff is fully maintained by the college management. Many welfare schemes are being run by the college for its academic and non-academic personnel. The benefit of these schemes is being given from these years. Under this, if a teacher is given a duty leave facility to go to any seminar, training program, workshop or other non-essential work. During this period, they are paid their salary even after the holiday. It completely follows the UGC norms. Management gives complete freedom to its college personnel after this, so that they can further improve their knowledge by working in the college.

Besides, medical leave has also been arranged for the staff working in the college. Under this, all are given medical leave for a fixed period. At the same time, maternity leave has also been arranged for women staff members. Under this, women staffs are not allowed to come to college for six months. Its purpose is to take care of the health of the staffs, so that in case of sick and unhealthy conditions, they do not let the pressure of work somehow dominate them. Under this, the number of days the staffs are on leave is paid in full.

It is also taken care of by the college management that all teachers are paid their salaries on time. Their salary is sent through their bank account through RTGS. Although due to being an affiliated college and lack of funds, there is very little salary for both academic and non-teaching staff here, but it is taken care that they get it on time.

Apart from this, arrangements have been made on compassionate grounds. Till now an employee has been given a job on the basis of non-academic mercy.

The college management has also made better post-retirement arrangements for the personnel. Provision of provident fund, gratuity and maturity for all personnel. Every month its amount is paid by the college. After retiring, it is paid to them without any hassle.

In addition to this, the management also provides loans to the workers according to the need of the house, wedding of the child or other important tasks, keeping in mind the convenience of the employees. So that they do not have to wander or get upset at the time of need. Along with this, advance has also been arranged for the personnel from the college management. If a non-academic worker or other worker also needs the amount on any festival or other occasions, a fixed amount is paid by the college as an advance.

6.3.2 Average percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the last five years.

Response: 0**6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years**Response: 0****6.3.3.1 Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
00	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	View Document

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).**Response: 2.08****6.3.4.1 Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course year-wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	4	1

File Description	Document
Institutional data in prescribed format(Data template)	View Document

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

Response:

Our college has a good performance management system that works towards the improvement of the overall developmental performance of teams and individuals for ensuring the achievements of our institution's mission. An effective performance management system plays a crucial role in managing the organization in a proper manner.

We classify the performances into three categories: a) Teaching, learning and evaluation related activities, b) Co- curricular, extension and professional development related activities, c) Research publications and academic contributions. We believe that the students are the best of teaching, often the general reputation that the teacher based on the performance of teachers. Students form their own opinion about the quality of teaching. Teachers generally find the remarks by the students to be of great value in their self- appraisal for improvement of their teaching technique. The teachers also participate in personality- development programs.

According to UGC norms and guidelines, the appraisal system that works in constituent and autonomous colleges, is not present in affiliated colleges. We ask the students to fill up the feedback forms for knowing about our teachers' performances. For the motivation of our teachers, we organize programs for our teachers in which they participate. We organize college level stress- management, performance-enhancement and skill- development programs for both our teaching and non- teaching staffs. There are various workshops that we conduct in our college for the teachers and non- teaching staff so that they can improve their performance time- to – time. Also, there are various programs that focus on teaching methods. Those teachers who attend National and International Conferences and Seminars, share their experiences and also motivate our teaching and non- teaching members so that they can include new techniques in their ways of teaching and working. They are asked to deliver discussions on the same.

Since almost everything is online nowadays, we train our non- teaching staff to work online and understand the technical works. We have different fields in our college that are using internet facilities and our non- teaching staff members look forward in learning new ways and methods. We ensure that they understand the things completely and they don't have any difficulty in any area. There are various things that they are unable to understand and they work with the students as well as teachers. Our college is focusing on the latest technological development and like other colleges; we are catching up our pace to stand in par with other colleges.

Hence, our institution works well and is dedicated towards its performance appraisal system for teaching as well as non- teaching staff. We make sure that they are working for our college and we also ensure that our system looks for their progression and betterment.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

College religiously maintains its internal and external audit process to maintain a transparent and vigilant financial transactions. The college has a transparent mechanism system for external and internal audit. The college through its principal, burser and an accountant exercises a perfect balance sheet system which exposes complete financial processing and earning an expenditure in every units and heads at the end of financial year. It is an ongoing process to verify entire income and expenditure. On the other hand the external audit system helps the account dealings make perfect and reasonable in the balance sheet. The college throughout the year runs several developmental works for departments and welfare of students. All these expenses are properly recorded and maintained by supportive documents. There is strict vigil system on expenses and every expense has to be justified before the Finance managing system.

It is evident that any institution's financial records says its credibility. For that the college, since its establishment strictly maintains the auditing of expenses as per government rule.. We have the external audit report up to 2015-16. The last external audit report says that according to the explanations given to the auditing team, the balance sheet and income and expenditure account gives true and fair view. After the year 2016 an internal audit is regularly being conducted which has an exposed data of income from college fee, grants and funds released by the university, human resource department in different heads, income from loans and rent earned by the college. The budget proposals were put up in front of the committee lade by governing body, university representative, teachers representative, burser and they pass the budget after taking the decision. In case of expenditure the record is clearly audited about building construction, expenditure in salary account, expenditure in account of conduction of examinations, expenditure incurred on registration, provident fund contributions and maintenance of library are the other heads where college expenses. These all aspects are properly taken into the account to avoid any discrepancy and to make the balance sheet fully justify. The college has all the records related to income and expenditures.

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

Response: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

Funds have an important role in the systematic operation of any college. Equally necessary is the correct use of this fund. **Sanjay Gandhi Memorial College** is an Affiliated College. The main source of this fund is the amount of grant from the government. The college is given funds every year by the government. With this, some amount is taken from students during admission in the college. Apart from this, the college has no source of income. All the development work of the college is done with the help of this amount.

It is from this amount that all expenses coming from the operation of the college to the administrative expenses are borne. It is with this amount that Teaching-learning practices, workshops, seminars and other programs are organized in the college. Also, this amount is used to update the library according to the requirement, and to improve the lab. College buildings and bench desks etc. are repaired by the amount of funds received by the college, so that students do not have any problem in sitting in the college. Every year, there are damages done to the infrastructure and we repair them. Special care is taken of this. We make sure that our students don't suffer from any damage. That's why, our infrastructure is really good. College organizes work-shop, seminar, symposium and awareness campaign in the college and outside areas. Many times the event is held in the college campus, and many times it is held in the localities outside the college. For some programs, the amount falls under the NSS head while in most programs the amount is given by the college head. We have been getting funds from the college and we ensure that there is no misuse of it. There are many loopholes in this area in many colleges but our college ensures that there is full transparency of the fund allocation between students and staffs. There is a meeting held every year. We discuss about funds and a detailed report is submitted to the principal. We also prepare a proper report that explains about the expenditure on various things that the college does every year.

Hence we understand that the main use of the college part of the expenditure is to involve the college towards making the city a better and advanced college. Efforts have to be made to make it complete. Keeping this in mind, the fund is divided into various sections and we follow it seriously.

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

Response:

The IQAC in our college was established in 2015 as per UGC guidelines. But when we look at the previous records, we found that the cell is not very active. We purchased the computers through IQAC, but after the retirement of IQAC coordinator, the cell became Shrivstava inactive. This year, in January 2020, when we got the NAAC work, we re-started this IQAC cell **Dr. Raj Shrivastava** (Asstt. Prof., dpt of

Sociology) has been appointed as **Co-Ordinator of IQAC** .

The IQAC functions on the basis of the guidelines set by NAAC. Through this cell, we work towards improving and maintaining the education, ways of teaching, improvising our existing methods, developing our infrastructure and working on the current CBCS system. Our IQA cell is an effective and efficient coordinating and monitoring mechanism. We focus plays a vital role in maintaining and enhancing the quality of the institution. The IQAC holds regular meetings to plan, direct, implement and evaluate teaching, research activities of the college. We take initiatives for the preparation of perspective plans. The draft of the Perspective plan is discussed with the IQAC director in the beginning of the academic year and also gives an account of the outcome achieved at the end of the academic year.

The draft of the Perspective plan is discussed, reviewed and approved in the meeting that is held by the Principal of our college. Our IQA cell also takes feedbacks and recommendations on various fields of work. We take these recommendations and work accordingly. The IQAC incorporate all the innovations and are taken into further perspective plans. The IQA cell follows some of the measures such as student feedback mechanism, self appraisal by our teachers, introduction of new and innovative teaching and training programs, faculty encouragement programs and encouragement to teachers for research. All these are taken for quality sustenance and enhancement of the institution.

Most of the decisions of the IQAC are approved by the IQAC coordinator as well as the Principal. The teaching and non- teaching staff members of the college coordinates in every work carried out by the IQAC. The even participate in various fields of works. The efforts are provided by the staff to sustain and grow in this competition. We all work together in the direction to facilitate our efforts and dedication to provide the best possible education to our students. We work together and meet all the required stages of fields as per the UGC criteria and ensure that the work is completed on time.

Our students contribute to the efficient functioning of the IQAC by providing feedback on the teaching learning process regularly. There are also regular department and staff meetings under the chairmanship of Principal where suggestions and feedback of quality. The college authority evaluated delivery effectiveness of teaching methods, following the course structure as per UGC-CBCS system. Based on above all the methodologies and functions, we plan, act and initiate our status that is monitored by the IQAC coordinator.

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 (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)

Response:

Our IQA cell reviews and also seeks to improve the quality of the teaching- learning process in the institution. We prepare the academic calendar in advance, in the beginning of the academic session. It is

displayed on our college notice board and college website and it's ensured that it is strictly followed. In the academic calendar, we upload the admission to various programs,, summer, mid- term and winter vacations, all the national holidays, examination schedule and declaration of the results. We prepare the schedule of different courses as per the current CBCS system that is given by the UGC framework.

All the students are given information about the academic session in advance. They are given the hard copies of the syllabus of their respective courses on the very first day of the college and it is also uploaded on the college web site.. Our students are informed about the Time- Table, Programme structure and syllabus of their courses. The teachers of all the departments have interaction with the students who are enrolled in their courses. If there is any important information, it is announced in the class, on the website and via e mails. We often communicate with the students via e- mails.

The HODs, Committee heads and sometimes Principal, make random visits to ensure that classes are taking place in a smooth way. We often conduct discussions and also ask the students to fill up the feedback forms to ensure that appropriate steps are taken for enhancing the teaching- learning process. Our teachers analyze these forms and make improvements and changes in their teaching techniques. If the students face any problem or issue, they are free to approach the Principal of the institution for feedback and giving suggestions. All these feedbacks are properly studies and shared with all the faculty members, HODs and the Principal.

We make improvements in the teaching- learning processes after reviewing them. We implement the entire changes based on the IQAC recommendations. Our teaching- learning process involves different criteria such as- assessment on Assignments, automation of admission processes, Examination processes, introduction of various programs, various initiatives in campus such as tree plantation, etc. We follow different approaches in teaching- learning process. This gives an insight to the students to have practical orientation in solving various decision- making situations. We use complete information to achieve different goals of the institution. We adopt a unique way of learning the instructional approach. It encourages thinking and discussions. It has given the students a practical way of learning skills. This is a continuous activity of our teaching and learning process.

We have also adopted a student training program. This provides the professional skill sets with the goal of enhancing opportunities in the academics. We encourage tests, group discussions, projects, presentations, etc. Hence we ensure all the above mentioned ways and methodologies in the planning which helps us in the effective implementation of the teaching learning program.

6.5.3 Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
- 2.Collaborative quality initiatives with other institution(s)**
- 3.Participation in NIRF**
- 4.any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

E. None of the above

D. 1 of the above

C. 2 of the above

B. 3 of the above

Response: E. None of the above

File Description	Document
Institutional data in prescribed format(Data template)	View Document



Criterion 7 - 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 last five years.

Response:

The college has an important role in promoting gender equality. From here we can better explain its importance to the youth and its impact in the society. For this, many steps are being taken in our college. This mainly includes seminars, symposiums, conclaves, community excursions, theaters, plays, etc. These programs are being organized by the college at regular intervals.

In this, academics and subject matter experts are invited along with enlightened people of the society. Not only this, along with their opinion, students are also given opportunity to present their understanding and they are also given information about their shortcomings. Seminars are organized to facilitate the students in the college. There are a total of 25 departments here. Every department tries to convey the people's opinion on these subjects to the students according to their convenience. The students of every department are required to attend the seminar. Apart from this, there is a question-and-answer session for the students of a session, in which they try to connect those students who avoid it. Classroom information is not provided only to students on this important issue of society. They are also carried among the people in the society. So that they can properly assess its effects in the society and develop a better understanding. In this, they are introduced to people from different communities in the society. A report is made on them. After this, based on the analysis of these reports, their misconceptions are removed. Many important decisions have also been taken by the college management towards gender equality. They are also given equal status in the appointment of employees in the college. If we look at the number of staff in the college at present, the number of female teachers is more than the number of male staff. These are not only large in number., they are also entrusted with the responsibility of important tasks from the management and they also discharge them well. This also gives a better message to the students. The message of gender equality from the college is not given only to the students. It is also discharging its responsibility of awareness in the society. For this, street plays are organized on behalf of college students in various neighborhoods. In this, the students are made aware about gender equality and its power and its need. For this, a separate play group has been formed in the college. These groups understand the community first. Performs extensive research on the subject. The nook is prepared on the basis of this.

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

- 1.Solar energy
- 2.Biogas plant
- 3.Wheeling to the Grid
- 4.Sensor-based energy conservation
- 5.Use of LED bulbs/ power efficient equipment

E. None of the above

D. 1 of the above

C. 2 of the above

B. 3 of the above

Response: E. None of the above

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- **Solid waste management**
- **Liquid waste management**
- **Biomedical waste management**
- **E-waste management**
- **Waste recycling system**
- **Hazardous chemicals and radioactive waste management**

Response:

College management is also concerned with studies as well as cleanliness. It is adhered to that no waste will be collected in the college. For this, every scale of waste management is being followed by the college. In this, all types of waste, solid waste management, liquid waste management, e-waste management etc. are being completely destroyed in a regular interval so that it can in any way affect the college students, personnel or the environment in any way. Be from Do not pollute.

The college has the most solid waste deposits. It has many sources. To destroy it, a special area has been identified in the college where it is either dumped or destroyed every day by depositing it. Apart from this, septic tank has also been built in the college so that it cannot be harmful to anyone outside. Being located in a rural-urban area, they throw dirt near the neighborhood around the college. From time to time, cleanliness drive is also organized in the locality on behalf of the college's NSS unit ,so that its odor and the insects arising from it do not harm the students in any way.

In this, the students clean the dirt of the neighborhood. The purpose of this cleaning is to spread awareness in the locality, make the students responsible towards the society, and to protect them from diseases caused by these filth in the locality.

Due to the lab in the college, different chemicals are also used in them. Many chemicals are also very dangerous for health. Management also takes full care of it. It is taken care that in any case, the expiry chemical could not be used in the lab. It is replaced at a regular interval.

Waste chemicals have been identified at a place on the college campus where it is thrown away, then covered so that it does not harm the student and the environment in any way. In this era of technology, a large number of computers, mobiles and electronic devices are used in the college. Our college also has a computer lab. Whose equipment needs to be changed sometimes in a month, sometimes in six months or sometimes in a year.

In such a situation, if it is not destroyed properly then it can be dangerous. For this, the college management is working closely with an institution that does not allow e-waste to be stored in the college.

They take the bad things with them and either make them reusable or destroy them properly. In this way, we try our best not to accumulate any kind of waste in the college.

7.1.4 Water conservation facilities available in the Institution:

- 1. Rain water harvesting**
- 2. Borewell /Open well recharge**
- 3. Construction of tanks and bunds**
- 4. Waste water recycling**
- 5. Maintenance of water bodies and distribution system in the campus**

E. None of the above

D. 1 of the above

C. 2 of the above

B. 3 of the above

Response: D.1 of the above

7.1.5 Green campus initiatives include:

- 1. Restricted entry of automobiles**
- 2. Use of Bicycles/ Battery powered vehicles**
- 3. Pedestrian Friendly pathways**
- 4. Ban on use of Plastic**
- 5. landscaping with trees and plants**

E. None of the above

D. 1 of the above

C. 2 of the above

B. 3 of the above

Response: D. 1 of the above

7.1.6 Quality audits on environment and energy regularly undertaken by the Institution

- 1. Green audit**
- 2. Energy audit**
- 3. Environment audit**
- 4. Clean and green campus recognitions / awards**

5. Beyond the campus environmental promotion activities**E. None of the above****D.1 of the above****C. 2 of the above****B. 3 of the above****Response:** E. None of the above**7.1.7 The Institution has disabled-friendly, barrier free environment****1. Built environment with ramps/lifts for easy access to classrooms.****2. Disabled-friendly washrooms****3. Signage including tactile path, lights, display boards and signposts****4. 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****E. None of the above****D.1 of the above****C. 2 of the above****B. 3 of the above****Response:** E. None of the above**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 500 words).****Response:**

SANJAY GANDHI MEMORIAL COLLEGE ,is preparing its students in the direction of harmonizing the society and creating inclusive climate. For this, programs are organized on different occasions. The college plays a very important role in this. On the occasion of Environment Day, a large scale program of 24 February has been organized. In this, the ideas of environmental protection were talked about through speech competition, drawing competition etc. People were made aware of their responsibilities . Apart from this, a rally was also organized on behalf of students in street-mohallas, in which students informed people about the importance of environment in life.

In this sequence, Yoga Day Program were organized in the college. Program organized on International Yoga Day, students of all classes were informed about the inclusion of yoga in various asanas and

lifestyles and its benefits. College management tries to have two-way communication in the program. Not only the guest, the teacher and the speaker, but also the students take part in it and give their opinion.

Jharkhand is a forested region. Still, more than half of the plots are covered by forest. States are also referred to as Vananchal. However, in the rapid urbanization, concrete forests are growing in place of trees, this is also affecting our environment. In order to convey the importance of this to the students, a Van Mahotsav is organized in the college.

Program organized on 23 July, in this Program students were informed about the benefits of forest in human life and its use. In addition, essay writing, speech and drawing competition were also organized to ask the students for their opinion on it. Environmental experts were also invited to the program. He highlighted the importance of forest in maintaining inclusive balance in the atmosphere to the students and people involved in it. Apart from this, the message of environmental protection is also being given to the people. On International Day of Drug Abuse, the college also organises awareness campaign. Apart from this, different cultural programs are organized in the college to bring social harmony, uniformity among students at cultural, economic and religious levels. Along with Holi Milan celebrations, Eid Milan Samarho, and Sarhul celebrations, there are many local tribal festivals that students in college celebrate together. Sarhul is a festival which is celebrated with great pomp on behalf of the tribal community of Jharkhand.

College students also participate in different programs. The biggest benefit of this is that people become familiar with this culture that has been going on for years. The good thing about this festival is that only nature is worshiped in it, then the message of protection of nature and students also goes through it. Apart from this, special programs are also organized at the college on festive occasions.

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

We believe that the lives of our students are not only about grades, degrees and passing the examinations. Students who are socially aware realize that one of their primary responsibilities is to serve the society they are a part of. Therefore, our college focuses on imbibing a basic sense of social responsibility and sensitizes students and employees to social causes, values, rights, duties and responsibilities of citizens. They are taught to not only be efficient inside the class but also act responsibly out of it.

A responsible citizen means maintaining equilibrium between various sectors of the society, economically and otherwise. It also means contributing towards environmental welfare, which is crucial to our survival. Our college exhibit philanthropic behavior, provide students with a positive environment for understanding of the issues concerning the society. As far as the values are concerned, our college cares about the lives of people outside the walls of their businesses and is more likely to create a positive environment. We ensure that our employees as well as the students fulfill their duties by encouraging volunteerism, individual as well as group participation in different fields of works.

The teachers of our college are expected to approach indigenous subject matter, in a way that centers indigenous worldviews, knowledge and values. Our teachers are well versed in their respective subjects and they teach according to the curricula of teaching methods as per University requirements. As far the

values and rights of our employees and students are concerned, we organize gender sensitization programs through workshops and seminars to teach them about gender equality. We ensure that there are no cases of harassment and atrocities on female teachers, employees and girl students.

Our vision is to facilitate development of youth as nation-builders through good education. We have always imbibed the duties and responsibilities of good citizens in our students. We inculcate critical and innovative thinking among teachers and students. We focus on instilling principals of democratic values, tolerance, compassion, empathy and sensitivity so that students become responsible students. We provide affordable and quality education to students across sections of the society. We have a majority of tribal students that are taught about their traditional values and the teachers also teach them in their local language so that they are aware of their culture and also made aware about their cultural and educational rights of the Constitution.

We train the employees as well as students to develop critical thinking using interdisciplinary approach and other pedagogical methods. We encourage the students to follow law and institutional practices. Hence we sensitize the students towards environment, Human Rights, Social justice, Duties and Responsibilities of a citizen by adopting several formal and informal modes of communication.

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.

- 1. The Code of Conduct is displayed on the website**
- 2. There is a committee to monitor adherence to the Code of Conduct**
- 3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
- 4. Annual awareness programmes on Code of Conduct are organized**

E. None of the above

D. 1 of the above

C. 2 of the above

B. 3 of the above

Response: E. None of the above

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

Response:

Our college celebrates cultural and religious festivals, which is a learning experience. The students get to learn about the festivals, their culture, traditions and ancestral customs. The festivals provide an opportunity for students to respect and participate in events that are not their own. They also ensure that students get to showcase talents, for example preparing rangolis, rendering traditional songs, folk dances,

etc. This also promotes harmony among different sections of students, bridging the linguistic and regional barriers.

We celebrate a range of festivals in our college. We celebrate Saraswati pooja, where students come together to organize it with great enthusiasm. They work for preparations of idol worship, making rangoli, decoration of the whole campus and there is an atmosphere of joy. Sarhul and Karma are the main festivals of tribal in Jharkhand. Our students and teachers overwhelmingly celebrate these festivals and they showcase their culture. This leads to integration of those students with non-tribal students and they also get to know about the tribal culture. We also celebrate Holi in our campus and the students as well as staff of the college enjoy to their fullest.

We celebrate various National and International days and events in our college. Republic Day is celebrated on January 26 to commemorate the adoption of constitution. On this day, we organize flag-hoisting and march past in which students and staff members perform different duties. By organizing such type of events institute does its share to immersed patriotism and awareness to our students. 15th August is celebrated every year in our college. It is a grand event marked by flag hoisting by the Chief Guest and well practiced March past, patriotic songs and dances by the students. Teacher's Day is celebrated on 5th September. We celebrate Dr. Radhakrishnan's birthday with great fervor. The students organize a program for the teachers and the 'Guru – Shishya Parampara' is celebrated. A standout amongst the most mainstream events in India, Gandhi Jayanti is praised in our Institution on 2nd October of consistently to stamp the birth commemoration of Mahatma Gandhi. The day is announced as a national occasion and we overwhelmingly celebrate it in our college. We teach our students the standards of truth, peacefulness and trustworthiness. We also celebrate Subhash Chandra Bose Jayanti where the students are made aware of our great freedom fighter Subhash Chandra Bose. The most important event of our Jharkhand is Birsa Munda Jayanti that remembers our hero Birsa Munda who fought for our Independence. He is remembered by our students and teachers and we truly are inspired by his sacrifices. International Yoga Day and Vivekananda Jayanti are celebrated in our college.

There is a big celebration of both National and Internal events in college that imbibes good values and ethics in our students. We know how important our culture and customs are and we ensure that the students always are a part of it and they carry forward this legacy.

7.2 Best Practices

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

Response:

1. EDUCATION OF UNDERPRIVILEGED STUDENTS

Our students **come from tribal background and we make them learn to move to modernity by getting quality education.** Located in the outskirts of the capital, the main **objective** of this college is to inculcate education among the children who want to study but due to low percentage of marks or better

understanding, they are not enrolled in the institutions of the city. Through the college, such people have to be educated and made capable human beings.

The context

Most of the children who reach college are from rural environment. They somehow reach here after completing their secondary education. In such a situation, it is the biggest challenge to explain the syllabus of the college level. The situation is that even without creating a mail ID, there is no information, in such a situation, teachers have to make a lot of effort to get information about online courses and other facilities.

The practice

The college currently enrolls approximately 1350 children. More than a thousand children belong to the tribal community. More than 90 percent of the children come from a background whose parents have not seen the college threshold. There is no atmosphere of education in their home, in the locality of the society. Parents of most children are daily wage laborers and peasants and do average jobs. Amidst all these challenges, college management is trying to educate these children, every effort is made to keep them connected with their culture. The effect of this is that children reach here from more than 10 km away even after lack of means of transport.

Now in such a situation, there is a big challenge in front of the teachers that they should work towards these children with the same dedication that the children come to college and the teachers are succeeding to some extent in this. In the main examination conducted by the university, these children stand with the other well-endowed college children of the city. They are giving better results. The winds of change have started appearing in the villages as well. There has been a change in the attitude of people towards education. People are sending their children to college. This is the biggest potential of this college and the college is trying its best to keep it organized and better.

Evidence of success

The biggest success of the college is that the dreams of the children for whom higher education used to be a dream have now got wings. People's attitude towards education has changed in the area. Children are not only becoming self-sufficient but they are changing the picture of their surroundings. There are improvements in the direction. Where people have been doing daily wages till date, their children are now reaching as officers in corporate and government offices.

Girls are earning their name across the country in various sports. Till the completion of their degree, the confidence of the children increases so much that they turn to big colleges and metros for higher education. This is the biggest achievement of our college. The college is constantly trying to ensure that children become successful as they become educated.

Problems Encountered and Resource Required

Being an affiliated college, its biggest problem is that even after doing a lot of hard work on the lines of other colleges, teachers do not get a respectable salary. Teachers follow all the guidelines of the UGC but when it comes to their pay, it is ignored.

The college is still struggling with basic problems. There is no proper arrangement for the E-library even for the students. Apart from this, the jugaad system is being worked on in the college in the name of digitalization. The arrangement of Wi-Fi, smart class room can make the teaching system in college a newcomer.

2 : EDUCATING TRIBAL GIRLS

OBJECTIVES

In a state where daughters are still forced to bear the brunt of social evils, the college is trying to educate them and make them self-reliant and aware of their rights. The purpose of educating them is not just to make them self-sufficient, but to change the thinking of the society which believes that daughters are made to live within the threshold. It was believed that their job is to serve men only. But our college disagrees with this and they are being educated and motivated to make their own identity. The attempt is to build a prosperous society educating daughters. This is possible only when daughters know their rights. Only educated daughters can bring change in society. Giving education promotes the awareness of the right to equality. With the same idea of ??women empowerment, the college is taking several initiatives towards promoting girl education.

The context:

Women's education remains a major challenge in Jharkhand. The girls here are doomed for child marriage and domestic work. Leaping the threshold of the house is like winning a battle for them. The problem of awareness and lack of system is that in the 21st century, the rate of girl education in both rural and urban areas is behind men. According to the data of the state government, the total literacy rate in the state is 70.5 percent. At the same time, it is 77.5 per cent of the girl's education in urban areas and 55.2 per cent in rural areas. In this Scheduled Tribe area, this figure is still crawling to touch the state rate. In such a situation, the college is trying to educate girls and make them self-sufficient.

THE PRACTICE. In this patriarchal community, women are more respected than other communities, but in the field of education, women are backward and also unaware of their rights of their constitution.

The result of this is that from a young age they have to suffer the harassment of men. They get married at a young age and are sent away from their homes. Girls reach primary schools, but by the time they reach higher education, this figure is reduced to 50-60 percent. Our college is trying to retain the number of primary schools in higher education as well. For this, we reach out to the parents of the girls. We tell them about the importance of education. As a result, the enrollment ratio of boys and girls in the college is 40 and 60 today.

Apart from this, many workshops and seminars on women's education are also organized. It includes girls with parents. In this they are told that somehow educated women can bring changes in society. They are motivated to promote the desire for education of girls. Apart from this, they are also promoted in many areas to motivate girls in college.

Not only the students, but empowering females can also be seen at the level of college management. At the level of administration, more than 50 percent of the workforce is female. There are 25 female teachers out of total 47 teachers. Along with modernity, the culture of girls is also taken care of. They are given special information about their tradition, festivals like Dhumkuria, Sarhul etc. They also have the freedom to celebrate their festival in the college campus. Apart from this, they also take full care of their safety in the campus.

Evidence of success:

Of college's efforts have now resulted in a change that now girls from the village about 10 km away from the college have started studying in the college. The female enrolment rate is increasing year after year. The girls are not only awakening to their authority but they are moving shoulder to shoulder with men. Its effect is now visible on the results.

There are 25 department colleges of professional and general degree courses. Among them, girls in more

than 20 departments are enrolled every year. Not only this, if we talk about the failure and the average nearby, then there are girls out there beating the boys. The effect of their education is that they are now going to the mohallas in collaboration with the NSS wing of the college to carry out awareness campaigns. People are being able to tell the people about their rights and benefits from it more easily than anyone.

Issues

Due to being an affiliate college, the lack of funds is the biggest obstacle in the way of any work. It is also creating obstacles in the direction of girl child empowerment. The college makes different plans for them every year but it is still not completely possible. The situation is that the common room in the college has not yet been arranged for girls to spend their free time. It becomes difficult for them to spend free time between the two bells. The college library has also not been able to get so much better that it can spend time or read anything better.

Hence our college has always been dedicated towards the upliftment of our girl students and making them face various challenges that the world offers them.

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

Sanjay Gandhi Memorial College, RANCHI was established in 1980 in a rented area under Jharkhand Social and Educational Development Association, Bahu Bazaar, Ranchi. Today this institution has its own huge building with all facilities. We got permanent Affiliation under section 2(F) of UGC Act in 2001 and 12(B) in 2010. Since then, the institution has taken an oath to be the best in education and to be at the top of this competitive world. The establishment of college has looked for ascendance in excellence, giving quality education to every student and focusing on our success. We have always believed in a non-discriminatory quality education. We are committed to usher in socio-economic transformation of our students as well as teachers by providing them inclusive and innovative education. We have always been destined in attaining our goals and fulfilling the dreams and expectations of our renowned and founding father **DR. BHUVANESHWAR ANUJ**, who is a devoted social activist and famous face in Nagpuri literature.

We are focused to our academic structure. We are thoroughly following the CBCS system. At the very beginning of every academic year, we lay out an academic calendar. We ensure that experimental learning is effective, as per the guidelines of UGC. We have many different design models for experimental learning such as laboratory, workshops, conferences, etc. The CBCS system has made education more broad-based and our students are taking credits by combining unique combinations. There is full transparency between students and teachers when it comes to internal assessment. The most important area where we have laid out perfect strategic plan is towards the goal of TEACHING AND LEARNING. Our main focus is to enable student success in a rapidly changing world through transformed teaching and

learning. We have continuously encouraged our students and teachers to work together in order to have an interaction in the classroom.

We recruit and retain well qualified faculty who are holding degrees of specialization and excellence. We provide them adequate infrastructure, equipment and machinery that they need for their teachings in class. Teachers take the role of leaders in influencing the institutional tactics. We provide amenities and sports facilities and equipments. We have an enriched library that promotes effective learning. Our library is considered as the brain of our institution. We believe our students to be well groomed in knowledge, by teaching them various human values along with education. Our teachers inculcate various skills and abilities in them so that they achieve academic excellence and also they become good citizens of this country. They should be able to face different challenges and stand in this competitive atmosphere.

Tribal students are the heart and soul of our college. We focus on making them finely educated in academics as well as cultural practices. This makes our institution distinctive than others. They are preserves of our traditional practices and culture of our state Jharkhand. They participate in every field of activities and they are successful in them. Our college makes sure that they get enough opportunities so that they can represent us on higher levels. They compete with other students and they are excellent performers in academics as well as sports. We ensure that each and every student is provided inclusive education so that no student is denied of any opportunity. Our institution is aware of the economical backgrounds of our students and never discriminates between them. The college consists of a diversity of student population. We aim at providing the all the required infrastructure and facilities so that they get holistic education and developed skills. We provide them with knowledge, values and a well structured curriculum that our teaching faculty aims at. The teachers are well trained and they give the students various instructions. They believe in interactive discussions in class so that the students get familiar. This participatory nature of our institution is very good. Our aim is to make the students readily acceptable to the outer world. The committees of our college play a very important role in keeping an overall check on various departments of the curriculum. There are committees of various activities and the teaching as well as the non- teaching faculty works very hard for the well working of these committees.

The campus attracts the attention of everyone because of its greenery and a huge building. Our college has its own building unlike other colleges in Ranchi. The greenery is maintained by the non- teaching staff members as well as the students. Our college team is very hard working and extensively dedicated. They participate as well as conduct various social programs and they take care of the campus greenery as well. They take conscious effort to create awareness towards various social and environmental issues. This active nature of our college makes us different from other colleges. Students as well as teachers work together and this inculcates social, human and environmental values in them.

We are very active in organizing conferences, seminars and career counseling programs. There are various teachers who give us ideas regarding teaching methods as they have been a part of various national and international seminars and workshops. We have a developed roadmap for improvising our students in different aspects such as personality development, skill development, leadership skills, etc. The faculty works together along with the Head of the institution, **DR.DURGA LAL SHARMA,PRINCIPAL**, takes various decisions in the favor of our students as well as the college. Our college has provided quality education to our students so that work on their growth. Our college has always focused on student development and their success. In the last decade, our college has grown extraordinarily and with limited resources . We provide perquisite training to our teachers as they shape our students. The motto of our college is **KALPALATEV VIDYA.Sanjay Gandhi Memorial College** always aims in the direction of development and we all are destined to success, growth and overall prosperity.

NAAC

5. CONCLUSION

Additional Information :

SANJAY GANDHI MEMORIAL COLLEGE ,is one of the college that has its own building.The environment of the college is Eco friendly.We have two buildings that are situated close to each other and very spacious in capacity coparatively other constituent and autonomous colleges.We have double storied building with 27 class rooms,science,home science,psychology georaphy labs.We are trying our best to give quality education with the limited resources that are available and provided to us. The college has been built with a very good infrastructure that is housed in a modern building for the benefit of the students. It is all done with a focus to provide the best possible facilities for the student community as well as the staff members.. The college campus is spacious with well ventilated classrooms, well equipped laboratories, library, and lot of moving and open spaces. There is also a Seminar Hall. We are also building good facility and infrastructure to augment the sports and physical educational needs of our students.For the benefit of students and the staff, there is ample space for parking. We have also got disciplined Security guard appointed to monitor the safety of students and to also give the right direction for the visitors.

There are various problems that we face when it comes to the involvement of rural students with the urban students. The rural students are deprived of every facility from their childhood and they are never given any opportunity to come forward. There is a hesitation among these tribal students when they compete with the students of city-based colleges. The teachers play a very important role in making them comfortable so that they can establish a communication with the students and see the outer world.

Despite of these several loopholes, our college is trying best to make the best of the students in all the limited resources. But it would be very helpful if all these weaknesses overcome so that we make best use of the opportunities and facilities for the overall development of students and college in all.

Concluding Remarks :

The **Sanjay Gandhi Memorial College,RANCHI** , was launched in 1980 with the aim of creating education from a rented room. While scheduling its journey on the rough roads of time, the college is working towards educating the poor Scheduled Caste and Scheduled Tribe youth who are on backward footsteps in the society and bringing them into the mainstream. This College is following all the parameters of UGC even in limited resources.

Presently, the college has two multi-storey buildings to its name. It currently employs 47 teachers and 27 non-academic staff. With their cooperation, the college is being run in a systematic and smooth manner. The governing body has an important accountability in the running of the college. Including local MLA, Deputy Commissioner, Principal, Educationist, University representative, Teacher's representative and a Social worker

The college is struggling with many such problems, but one of its major problems is the salary paid to the employees working here. In every system, it is advised to follow the UGC guidelines, but in the case of salary it is ignored .

The employee here are not even paid a part of the honorarium fixed by the UGC. While all the criteria set by the UGC are followed during their appointment, the reservation policy is followed in the appointment. 90 percent of the teachers here are Ph.D. and some teachers pass NET, BET, JET, D.lit. Even after all this, the

teachers are doing their work honestly without any malaise.

Those students coming here for graduation , College has a big accountability to make their better and deserving future. Most of the children who enroll here are from rural areas. Even children from rural areas , whose percentage of marks in the inter level is just qualifying. Because of this , teachers have to put more effort in telling and teaching the courses in the class better and they consider it their responsibility. Following the instructions of UGC, today the college is committed to complete the process of NAAC , meeting every criteria of NAAC even in its limited resources.

WE THINK , WE WILL ACHIEVE OUR GOAL AND WILL GET THE BEST GRADE.

NAAC

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.1.3	<p>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 last five years</p> <ol style="list-style-type: none"> 1. Academic council/BoS of Affiliating university 2. Setting of question papers for UG/PG programs 3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses 4. Assessment /evaluation process of the affiliating University <p>Answer before DVV Verification : C. Any 2 of the above Answer After DVV Verification: D. Any 1 of the above Remark : As per the attached documents the HEI faculty is involved in paper setting and examination duties. Setting of question papers for UG/PG programs considered.</p>																				
1.3.2	<p>Average percentage of courses that include experiential learning through project work/field work/internship during last five years</p> <p>1.3.2.1. Number of courses that include experiential learning through project work/field work/internship year-wise during last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>05</td> <td>05</td> <td>05</td> <td>05</td> <td>05</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>00</td> <td>00</td> <td>00</td> <td>00</td> <td>00</td> </tr> </tbody> </table>	2018-19	2017-18	2016-17	2015-16	2014-15	05	05	05	05	05	2018-19	2017-18	2016-17	2015-16	2014-15	00	00	00	00	00
2018-19	2017-18	2016-17	2015-16	2014-15																	
05	05	05	05	05																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
00	00	00	00	00																	
1.3.3	<p>Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year</p> <p>1.3.3.1. Number of students undertaking project work/field work / internships Answer before DVV Verification : 82 Answer after DVV Verification: 00</p> <p>Remark : The HEI was requested to provide program wise list of the students and the Company/ enterprise, place of internship provides for each student along with period of such internship for the AY 2018-19. The consolidated data verified by the respective HoD and countersigned by the principal was advised to be provided. HEI has confirmed that non existence of courses that include experiential learning through project work/field. work/internship.</p>																				
1.4.1	<p><i>Institution obtains feedback on the syllabus and its transaction at the institution from the</i></p>																				

following stakeholders

1) Students

2) Teachers

3) Employers

4) Alumni

Answer before DVV Verification : C. Any 2 of the above

Answer After DVV Verification: D. Any 1 of the above

Remark : As per the attached documents in response. Only student feedback is considered.

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

Options:

- 1. Feedback collected, analysed and action taken and feedback available on website**
- 2. Feedback collected, analysed and action has been taken**
- 3. Feedback collected and analysed**
- 4. Feedback collected**
- 5. Feedback not collected**

Answer before DVV Verification : B. Feedback collected, analysed and action has been taken

Answer After DVV Verification: D. Feedback collected

Remark : As per the attached documents in response.

2.1.1 Average Enrolment percentage (Average of last five years)

2.1.1.1. Number of students admitted year-wise during last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
1302	1334	1400	1422	1469

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
456	431	450	454	406

2.1.1.2. Number of sanctioned seats year wise during last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
2600	2600	2600	2600	2600

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
940	940	940	940	940

Remark : As per the HEI data and the data in SSR. As per the HEI data attached with the Metric in response. Analysis of the data with 2,1 (part by part of the data) was carried out to arrive at this fig. The HEI has attached data of total admissions and not fresh admissions.

2.1.2 Average percentage of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

2.1.2.1. Number of actual students admitted from the reserved categories year wise during last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
1099	1104	1074	1063	1177

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
386	330	349	341	393

Remark : As per the HEI statement in the response dialogue box and the data attached. Pro-rata values have been worked out for the HEI data provided during clarification for 2.1.1 and 2.1.2

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

Answer before DVV Verification : 40

Answer after DVV Verification: 01

Remark : As per the HEI statement Mentors are its regular teachers and the time table does not have mentor-mentee classes other than the is regular classes.

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

2.4.2.1. Number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
37	37	37	37	35

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
34	36	36	33	33

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

2.4.3.1. **Total experience of full-time teachers**

Answer before DVV Verification : 38

Answer after DVV Verification: 859

Remark : As per the HEI data attached with the Metric in response. Experience of full time teachers in the same institution as on 01 07 2019 has been considered. Data of the Date of joining applied.

2.6.3 **Average pass percentage of Students during last five years**

2.6.3.1. **Total number of final year students who passed the university examination year-wise during the last five years**

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
719	629	845	654	460

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
442	401	387	444	374

2.6.3.2. **Total number of final year students who appeared for the university examination year-wise during the last five years**

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
756	654	870	671	464

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
454	451	470	514	520

Remark : Year wise total number of final year students who passed the university examination year-wise during the last five years cannot be more than the total number of final year students who appeared for the university examination year-wise during the last five years. The HEI has provided data of the students who passed and the number of final year students who appeared for the university examination is taken to be the same as the outgoing students in 2.3

3.1.1	<p>Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)</p> <p>3.1.1.1. Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 389 1046 524"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>1.2900</td> <td>2.57500</td> <td>6.08100</td> <td>00</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="304 602 1046 736"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>00</td> <td>00</td> <td>2.57</td> <td>00</td> <td>1.72</td> </tr> </tbody> </table> <p>Remark : As per the HEI data attached with the Metric in response. Supporting documents of 2013 considered for 50% amount in 2014-15.</p>	2018-19	2017-18	2016-17	2015-16	2014-15	0	1.2900	2.57500	6.08100	00	2018-19	2017-18	2016-17	2015-16	2014-15	00	00	2.57	00	1.72																				
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00	00	2.57	00	1.72																																					
3.1.2	<p>Percentage of departments having Research projects funded by government and non government agencies during the last five years</p> <p>3.1.2.1. Number of departments having Research projects funded by government and non-government agencies during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 1214 1046 1348"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>1</td> <td>1</td> <td>1</td> <td>0</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="304 1426 1046 1561"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>0</td> <td>0</td> <td>1</td> <td>0</td> </tr> </tbody> </table> <p>3.1.2.2. Number of departments offering academic programmes</p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="304 1639 1046 1774"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>25</td> <td>25</td> <td>25</td> <td>25</td> <td>25</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="304 1852 1046 1986"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>7</td> <td>7</td> <td>7</td> <td>7</td> <td>7</td> </tr> </tbody> </table>	2018-19	2017-18	2016-17	2015-16	2014-15	0	1	1	1	0	2018-19	2017-18	2016-17	2015-16	2014-15	1	0	0	1	0	2018-19	2017-18	2016-17	2015-16	2014-15	25	25	25	25	25	2018-19	2017-18	2016-17	2015-16	2014-15	7	7	7	7	7
2018-19	2017-18	2016-17	2015-16	2014-15																																					
0	1	1	1	0																																					
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1	0	0	1	0																																					
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25	25	25	25	25																																					
2018-19	2017-18	2016-17	2015-16	2014-15																																					
7	7	7	7	7																																					
3.1.3	<p>Number of Seminars/conferences/workshops conducted by the institution during the last five</p>																																								

years

3.1.3.1. Total number of Seminars/conferences/workshops conducted by the institution year-wise during last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
2	2	2	2	2

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
00	2	2	2	2

Remark : As per the HEI data attached with the Metric in response. Analysis of the dates and not considering 2013-14 data. The HEI has 02 seminars on 19 Feb 2015. Only 01 considered

3.2.1 Number of papers published per teacher in the Journals notified on UGC website during the last five years

3.2.1.1. Number of research papers in the Journals notified on UGC website during the last five years.

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	2	2

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	00	00

Remark : As per the HEI data attached with the Metric in response.

3.2.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

3.2.2.1. Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
33	15	35	27	17

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15

1	2	7	3	2
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3.3.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

3.3.2.1. Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
3	0	2	2	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	1	0	0

3.3.3 Number of extension and outreach Programmes 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 organised in collaboration with industry, community and NGOs during the last five years.

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
19	8	0	0	00

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
01	0	02	0	00

Remark : The HEI was requested to attach reports signed by the coordinator and the principal for each of the activities claimed. Attested photographs were also to be attached with the response. Copy of circular/brochure/ report of the initiative/ photos of the initiatives/ news report published Reports with photographs of the events signed by the principal were requested to be attached . The HEI has not attached any of the above. NSS special camps considered.

3.3.4 Average percentage of students participating in extension activities at 3.3.3. above during last five years

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
472	369	111	000	00

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
50	00	111	00	00

Remark : The HEI was requested to attach reports signed by the coordinator and the principal for each of the activities claimed. Attested photographs were also to be attached with the response. Copy of circular/brochure/ report of the initiative/ photos of the initiatives/ news report published Reports with photographs of the events signed by the principal were requested to be attached . The HEI has not attached any of the above. NSS special camps considered.

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

4.1.4.1. Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
3898825.00	4985072.00	4007511.00	1169701.218	7215474.00

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
1	1	1	1	1

4.3.3 Bandwidth of internet connection in the Institution

Answer before DVV Verification : C. 10 MBPS – 30 MBPS

Answer After DVV Verification: E. < 05 MBPS

Remark : As per the HEI statement in the dialogue box during response.

4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)

4.4.1.1. Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years

(INR in lakhs)

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
960100.0 0	00	9136062. 00	1052257. 00	00

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
3	00	3	3	00

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

5.1.1.1. Number of students benefited by scholarships and freeships provided by the Government year-wise during last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
720	470	852	727	240

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
00	00	00	00	00

Remark : The HEI did not provide any supporting document with the SSR. Nil values were uploaded with the SSR, The HEI was advised to attach a TABULATED list of the students showing summary of the year wise amount received in each type of scholarship and free ships provided by the Government. This table was to be signed by the principal. However, the HEI has not provided neither the Table nor a signed copy. The HEI was requested to attach sanction letters from the concerned department(s) with detailed list of the students benefitted through scholarships and free ships provided by the Government in specific selected scheme. The lists were to be signed by the principal and must accompany a certificate of the principal showing year wise the amount of scholarships and free ship received from the Govt. The HEI was also requested to attach list of the students benefited year wise under each scheme as an Excel file. The HEI must attach data only in NAAC prescribed format for the Metric as an Excel file. The HEI did not provide any documents.

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

- 1. Soft skills**
- 2. Language and communication skills**
- 3. Life skills (Yoga, physical fitness, health and hygiene)**
- 4. ICT/computing skills**

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: E. None of the above

Remark : As per the HEI statement in the response dialogue box the HEI has considered Capacity building and skills enhancement initiatives taken by the institution are under the banner of NSS and not conducted by the Institute.

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 last five years.

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) year-wise during the last five years.

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
1	0	3	1	2

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
2	2	2	2	2

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
00	0	0	0	0

Remark : The HEI did not provide any supporting document with the SSR. The HEI was advised to provide Photographs with date and caption. Annual reports highlighting the programs organized by the institution was also requested. As per the HEI statement in the dialogue box during response.

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	6	53

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	4	1

- 6.5.3 **Quality assurance initiatives of the institution include:**
- 1. Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
 - 2. Collaborative quality initiatives with other institution(s)**
 - 3. Participation in NIRF**
 - 4. any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**
- Answer before DVV Verification : C. 2 of the above
 Answer After DVV Verification: E. None of the above
 Remark : As per the HEI statement in the response dialogue box.

- 7.1.2 **The Institution has facilities for alternate sources of energy and energy conservation measures**
- 1. Solar energy**
 - 2. Biogas plant**
 - 3. Wheeling to the Grid**
 - 4. Sensor-based energy conservation**
 - 5. Use of LED bulbs/ power efficient equipment**
- Answer before DVV Verification : D. 1 of the above
 Answer After DVV Verification: E. None of the above
 Remark : As per the HEI statement in the dialogue box and the data attached in response.

- 7.1.4 **Water conservation facilities available in the Institution:**
- 1. Rain water harvesting**
 - 2. Borewell /Open well recharge**
 - 3. Construction of tanks and bunds**
 - 4. Waste water recycling**
 - 5. Maintenance of water bodies and distribution system in the campus**

	<p>Answer before DVV Verification : B. 3 of the above Answer After DVV Verification: D.1 of the above Remark : As per the attached documents in response, only Borewell /Open well recharge can be considered.</p>
7.1.5	<p>Green campus initiatives include:</p> <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3. Pedestrian Friendly pathways 4. Ban on use of Plastic 5. landscaping with trees and plants <p>Answer before DVV Verification : Any 4 or All of the above Answer After DVV Verification: D. 1 of the above Remark : As per the attached documents in response, only landscaping with trees and plants can be considered.</p>
7.1.6	<p>Quality audits on environment and energy regularly undertaken by the Institution</p> <ol style="list-style-type: none"> 1. Green audit 2. Energy audit 3. Environment audit 4. Clean and green campus recognitions / awards 5. Beyond the campus environmental promotion activities <p>Answer before DVV Verification : D.1 of the above Answer After DVV Verification: E. None of the above Remark : As per the HEI statement in the dialogue box during response.</p>
7.1.7	<p>The Institution has disabled-friendly, barrier free environment</p> <ol style="list-style-type: none"> 1. Built environment with ramps/lifts for easy access to classrooms. 2. Disabled-friendly washrooms 3. Signage including tactile path, lights, display boards and signposts 4. 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 <p>Answer before DVV Verification : B. 3 of the above Answer After DVV Verification: E. None of the above Remark : The HEI has attached photographs on vehicle ramps including two wheeler. These are not Disabled-friendly ramps are not at the entry to the college buildings.</p>
7.1.10	<p>The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.</p>

1. **The Code of Conduct is displayed on the website**
2. **There is a committee to monitor adherence to the Code of Conduct**
3. **Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
4. **Annual awareness programmes on Code of Conduct are organized**

Answer before DVV Verification : A. All of the above

Answer After DVV Verification: E. None of the above

Remark : The HEI did not provide relevant supporting document for the Metric in response. The attached policy is for feedback under 1.4.1

2. Extended Profile Deviations

ID	Extended Questions																				
1.1	<p>Number of courses offered by the Institution across all programs during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>25</td> <td>25</td> <td>25</td> <td>25</td> <td>25</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>490</td> <td>490</td> <td>490</td> <td>490</td> <td>490</td> </tr> </tbody> </table>	2018-19	2017-18	2016-17	2015-16	2014-15	25	25	25	25	25	2018-19	2017-18	2016-17	2015-16	2014-15	490	490	490	490	490
2018-19	2017-18	2016-17	2015-16	2014-15																	
25	25	25	25	25																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
490	490	490	490	490																	
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2.2	<p>Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>1352</td> <td>1352</td> <td>1352</td> <td>1352</td> <td>1352</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	2018-19	2017-18	2016-17	2015-16	2014-15	1352	1352	1352	1352	1352	2018-19	2017-18	2016-17	2015-16	2014-15					
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2018-19	2017-18	2016-17	2015-16	2014-15																	

470	470	470	470	470
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2.3 **Number of outgoing / final year students year-wise during last five years**

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
756	653	870	671	463

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
454	451	470	514	520

3.1 **Number of full time teachers year-wise during the last five years**

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
50	52	52	53	53

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
47	48	48	48	48

3.2 **Number of sanctioned posts year-wise during last five years**

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
49	49	49	49	49

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
48	48	48	48	48

4.2 **Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)**

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
3898825.0 0	4985072.0 0	4007511.0 0	11697012. 00	7215474.0 0

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15

	39	30.49	13.66	78.99	39.42
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