YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	K.S.G.M.COLLEGE NIRSA, DHANBAD
• Name of the Head of the institution	Prof. M. P. Roy
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	06540275017
• Mobile No:	9934544354
• Registered e-mail	ksgmnirsacollege@gmail.com
• Alternate e-mail	drsanjayksgm@gmail.com
• Address	NIRSA
• City/Town	DHANBAD/ NIRSA
• State/UT	JHARKHAND
• Pin Code	828205
2.Institutional status	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Co-education
• Location	Rural
• Financial Status	Grants-in aid

• Name of the Affiliating University	**B. B. M. K. University, Dhanbad**
• Name of the IQAC Coordinator	**Dr. Sanjay Kumar Singh**
• Phone No.	**9934544354**
• Alternate phone No.	**06540275017**
• Mobile	**8825381824**
• IQAC e-mail address	**drsanjayksgm@gmail.com**
• Alternate e-mail address	**biltuksgm9@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	http:/www.ksgmcollege.in/AQAR2017-2018
4.Whether Academic Calendar prepared during the year?	**No**
• if yes, whether it is uploaded in the Institutional website Web link:	http:/www.ksgmcollege.in/AQAR2021-2022

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.31**	**2017**	**30/10/2017**	**29/10/2022**

6.Date of Establishment of IQAC	**04/08/2015**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	**Grant**	**State Government**	**2021**	**600000**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**	
• Upload latest notification of formation of IQAC	View File	
9.No. of IQAC meetings held during the year	**3**	

• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	**Yes**
• If No, please upload the minutes of the meeting(s) and Action Taken Report	[View File](#)
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**
• If yes, mention the amount	

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

1. Special fee rebate for SC, ST,OBC & Poor students 2. feedback collected from Students, Alumni, Parents, Employer and Staffs 3.Job orientation program has organized 4. Faculty exchange program has organized. 5. Yoga & health.

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

Plan of Action	Achievements/Outcomes
Webinars	**Various Departments have organised webinars**
ICT enabled classes	**Eight teachers have uploaded their study material in ICT enabled classes**
Awareness program on Orientation and Refresher program	**Various teachers have join the course**
Online Corona Awareness and vaccination campaign	**Organised**

13. Whether the AQAR was placed before statutory body?	**Yes**
• Name of the statutory body	

Name	Date of meeting(s)
IQAC Cell	10/03/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2023	27/04/2023

15.Multidisciplinary / interdisciplinary

The Institution persuing multidisciplinary subjects undu NEP 2020. Major and Minor subjects as the per choice of student are persue of any stream students Elective and open elective subjects options for the students, implementing, Computer, NSS, and Community based activities are persuing.

16.Academic bank of credits (ABC):

Being affiliated college (it is the under juridiction of B. B. M. K. UNiversity Dhanbad

17.Skill development:

The chief objective is to empower the youth of the country with adequate skill sets that will enable their employment in relevant sectors and also improve productivity. All faculty are emcoraged to take online class during lockdown

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

a) The faculty uses bilingual mode of teaching,
b) Bilingual mode of teaching and delivery is ensured at the time of recruitment of faculty.
c) All the degree courses are taught bilingually in the institution since its inception.
d) The Institution uses the modes pertaining to the appropriate integration of Indian knowledge system by teaching in bilingual mode, observance of Hindi Diwas and International Mother Language Day and participation in ESEB campaign.

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

Following are the institutional initiatives to ensure Outcome Based Education: i) The college conducts a regular internal academic audit, regular theory and practical classes as well as workshops,

hands on training programmes, skill development programs, internship, project work etc. ii) The Institution captures course outcomes through internal assessment, remedial and tutorial classes, Hands on Training, Workshops and Seminars for students.

20.Distance education/online education:

Institution encourages online education and use of technological tools for teaching & learning activities. a) Any vocational course through ODL mode shall be encouraged by the Institution. b) Online teaching began during lockdown and created a repository for econtent for the students. Teaching learning program and cocurricular activities, events, programmes are organized in blended mode on a regular basis in the college.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**13**

File Description	Documents
Data Template	No File Uploaded

2.Student

2.1 Number of students during the year	**2659**

File Description	Documents
Data Template	No File Uploaded

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**27% for OBC, , SC-12% and ST- 28%, EBC-15%**

File Description	Documents
Data Template	No File Uploaded

2.3 Number of outgoing/ final year students during the year	**2382**

File Description	Documents
Data Template	No File Uploaded

3.Academic

3.1	**22**
Number of full time teachers during the year	

File Description	Documents
Data Template	No File Uploaded

3.2	**35**
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	No File Uploaded

4.Institution

4.1	**17**
Total number of Classrooms and Seminar halls	

4.2	**25,999,921**
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	**12**
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

College strictly adheres the curriculum set up by its parent University. The College is in the process toadoptNEP 2020.A master timetable is created, shared and followed by all departments. Academic calendar of the institute is prepared by the Principal and followed by all Departments. Effective delivery of the curriculum

through both online and offline mode and different Learning Management Systems.

File Description	Documents
Upload relevant supporting document	**No File Uploaded**
Link for Additional information	[NA](NA)

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

College is affiliated to B. B. M. K. University Dhanbad and strictly adheres to the academic calendar of the parent body for conduct of End Semester Examinations, Practical and Viva Voce for Dissertation. Apart from that the College follows and maintains a practice of Continuous Internal Evaluation for upkeeping and monitoring the academic standards of the institution. Mid Semester Examinations are conducted internally the marks of which are sent to the parent University to be added with the End Semester score for final grading and result. Online Class from each department is beingconductedduring Covid 19.

File Description	Documents
Upload relevant supporting documents	**No File Uploaded**
Link for Additional information	[NA](NA)

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**E. None of the above**

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

1.2 - Academic Flexibility

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

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

0

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

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

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

0

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

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

0

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

0

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

1.3 - Curriculum Enrichment

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

0

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

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

0

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	**No File Uploaded**

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

0

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	D. Any 1 of the above

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows	E. Feedback not collected

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	NA

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

3000

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

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

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

1568

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

2.2 - Catering to Student Diversity

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

The college recognizes that the learning interest and pace of every student is different and plans accordingly to deliver learner centric teaching-learning. Advance learners are encouraged to participate in experiential learning, participative learning, group activities so as to develop their analytical. Problem solving and critical thinking abilities They need acceleration so that they can progress through the curriculum at their learning pace, which is significantly faster than those at their college level. They are also offered special career counselling and guidance for placements and better career planning and growth. Special importance and attention is given to the slow learners by personalized counseling on a one to one basis, study materials and books are issued to the slow learners to cope with the advanced learners. Steps are taken to improve communication skills through the art of reading and elocution. The bilingual mode of teaching-learning is adopted for concept clarification, explanations, and interactions in the classroom.

File Description	Documents
Link for additional Information	NA
Upload any additional information	**No File Uploaded**

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

Number of Students	Number of Teachers
2659	**22**

File Description	Documents
Any additional information	**No File Uploaded**

2.3 - Teaching- Learning Process

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

The college lays emphasis on student-centric teaching-learning process by adopting a right blend of conventional and modern methods of teaching-learning. Experiential Learning, Participative Learning, Problem Solving Methodologiesare well adopted to ensure the holistic development of students and facilitate life-long learning and increase knowledge and develop skills.

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional information	NA

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

Teachers use both traditional and modern methods of teaching. Under modern methods, student-centric methods are important along with ICT enabled tools. To make their teaching-learning effective, teachers use internet, prepare PPT, deliver lecture blending with demonstration etc.They usemobile, Laptop/desktop, Pen drive, C.D. etc. Such tools help to make learning more interesting.

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

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

5

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

2.4 - Teacher Profile and Quality

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

22

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

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

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

5

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

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

2.4.3.1 - Total experience of full-time teachers

22

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

2.5 - Evaluation Process and Reforms

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

In every institution, curriculum based on continuous internal assessment and evaluation is required to accurately identify a student's pattern of performance and growth. The performance and evaluation of students is done on the basis of the Mid Semester Assessment and End Semester Assessment. There are two internal or mid semester exams. The schedules of internal or mid semester exams are communicated to the students and faculty by the Principal.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	[NA](NA)

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

In every institution, curriculum based on continuous internal

assessment and evaluation is required to accurately identify a student's pattern of performance and growth. The performance and evaluation of students is done on the basis of the Mid Semester Assessment and End Semester Assessment. There are two internal or mid semester exams. The schedules of internal or mid semester exams are communicated to the students and faculty by the Principal.

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

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.

Programme outcomes and course outcomes of the progrmmes offered by the institution are very important. They help teachers to focuses on some defined objectives and course of action. Programme outcome and course outcomes make the teachers more goal-oriented. Teachers try to be very clear about the objectives and desired outcome of programmes and course. Being clear of all these, teachers try to plan and execute actions purposefully. Teachers know and understand why to teach, what to teach and how to teach again when they orgaise co-curricular activities, they focus on why to arrange such activities, what to organize and how to organize such activities. Again teachers follow the principle –why to speak, what to speak and revise the speech. Student are oriented with programme outcomes and course outcomes. In each class, a teacher reminds the students of the objective of lesson. Outcomes of the course are tried to be attained as objectives make the effort more clear andgoal oriented.

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

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

The institution assesses the Programme/Course outcomes by what the students attain by the end of the Programme/Course. Direct

attainment of course outcome is determined by the performance of the students in continuous internal evaluation and End-semester examination. The course outcomes focus on the major Skills, Knowledge, Attitude and Ability of the students acquired afterthecompletion of the course.

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

2.6.3 - Pass percentage of Students during the year

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

2382

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

2.7 - Student Satisfaction Survey

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

http://www.ksgmcollege.in

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

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

0

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

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

2

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

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during

the year

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

0

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

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

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

0

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

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 year

0

File Description	Documents
Paste link for additional information	[NA](NA)
Upload any additional information	**No File Uploaded**

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

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

`0`

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

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

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

`2021`

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

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

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., during the year

`28`

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

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 year

0

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

0

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The academic building of the College comprises well-ventilated and well-furnished spacious class room CCTV class room.12CCTV surveillance cameras, administrative offices, staff rooms, a waiting lounge, common area facility for students, fire extinguishers, drinking water purifiers, canteen, ramp and wheelchair for convenient access to classrooms, specially for Divyangjan, first aid

and health room.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	[NA](#)

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

So for as facilities for sports, games and cultural activities are concerned we have game and sports kits of 1. Football 2. Volleyball 3. Cricket 4. Badminton 5. Kabbadi 6. Chess

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	[NA](#)

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

11

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

11

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

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

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

```
5,616,323
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File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template)	**No File Uploaded**

4.2 - Library as a Learning Resource

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

The college is using updated internal digital library management system software. It is fully automated and we are member of INFLIBNET. The software stores the college library books, print the barcodes for every books. It also prints students 'and teachers' ID cards. Here is a list of some features of our college's digital Library Management System 1. Keep record of different categories like; Books, Journals, Newspapers, Magazines, etc. 2. Classify the books subject wise. 3. Easy way to enter new books.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional Information	[NA](NA)

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**A. Any 4 or more of the above**

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

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals

during the year (INR in Lakhs)

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

0

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

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

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

70

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

4.3 - IT Infrastructure

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

With the advent digital era, demand for fast and specific information has grown manifold. Instead of going through whole book students find it much easier and faster to browse the net to get larger choice of content in any topic. As someone has said 'Internet' is the world's biggest library and all books are on thefloor. To tap this technology the management has provided a desktop computer with printer in the library. Faculty and learners are free to browse the net and download or print materials of their choice. When the faculty needs to explain something new, innovative, or difficult matter to the whole class it uses the projection system. The desired content is downloaded or purchased from the net and displayed to the class. The College is equipped with free Wi-Fi in every floor. The students are encouraged to use them Intelligently for performing better in classes and examinations.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	[NA](NA)

4.3.2 - Number of Computers

12

File Description	Documents
Upload any additional information	**No File Uploaded**
Student – computer ratio	**No File Uploaded**

4.3.3 - Bandwidth of internet connection in the Institution	**D. 10 - 5MBPS**

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

4.4 - Maintenance of Campus Infrastructure

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

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

31,616,244

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

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

The College has a purchasing committee and building committee for exercising on physical facilities like sports, building maintenance, electrical repairs, expense, Library expenses (Books and materials) Annual budget made for procurement, up gradation, deployment and maintenance. College has effective management and upliftment of the infrastructure facilities, resources are allocated as per requirement. Audio visual system is provided to the students for practice and progressions. They also utilize the materials provided by the institution for curriculum and execution. Since the College has limited fund from student fees. College makes arrangement for the game, sports and cultural activities performed by the students time to time. The students are sent to participate in various sports and cultural events organized by the university. The Computer expenses are managed by the institution for enhancement in technology.Digital classroom get utilized by the students which consist of mikes and projectors for getting more valuable and understandable vision for the students by watching the picturesque view, national and global challenges, promoting innovations in their studies and promote standards of professional ethics, stake holders, transparency and accountancy.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

596

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

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

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

216

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	**No File Uploaded**

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

File Description	Documents
Link to institutional website	http://www.ksgmcollege.in
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	**No File Uploaded**

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

0

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

0

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	B. Any 3 of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**

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

5.2.2.1 - Number of outgoing student progression to higher education

0

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

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

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

0

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

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

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

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0
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File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at univer sity/state/national/international level (During the year) (Data Template)	**No File Uploaded**

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)

Students take part in Student Union election as organized by the order of University. Every year, election is not conducted regularly. Last year, election was not conducted. Still, each department had nominated some particular students. They represent all students of their respective departments. The nominated student leaders take part in various co-curricular activities. They help and co-operate in organizing extra-curricular activities. They help in some administrative bodies. College facilitate on the student representatives in various activities of the college. In various bodies, students co-operate. While organizing curricular activities, such student leaders co-operate positively. They convince their classmates regarding new rules, systems and arrangements. They help & cooperate in organizing co-curricular activities. Without their cooperation, such activities cannot be successful. All the activities of the college aim at developing and empowering students personality, their behavior, attitudes, skills and helping them to lead a balanced life. Since all activities including curricular and co-curricular are designed for this purpose, student representatives play an important role in helping educational administration and organizing co-curricular andextracurricular activities. They co-operate the entire system.

File Description	Documents
Paste link for additional information	[NA](NA)
Upload any additional information	**No File Uploaded**

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

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

2

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

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

College Alumni Association is applied for registration to Government of Jharkhand with the name Alumni Association of K.S.G.M. College, Dhanbad. The association arranged some meetings offline on registration of Alumni Association under Society Act, opening of Bank account, applying for PAN and how to contribute by collecting funds, encouragement activities for current students or underprivileged students of nearby area. They are motivated for contributing significantly to the development of the institution through financial or other support services. Till today, they are organizing some informal contests among students in the college. They encourage them to work hard. They motivate the current students to participate in all activities of the college and to be active inacademic and social activities. They are arranging some charity activities like distributing books, pens. Pencil, note book etc. Members of Alumni Association are active. They organize some contest and competitions. They motivate students to follow the rules of the college. Most of the parents of current students are ex-students of our college.Some of them come as parents in parent-teacher meetings held in college. They guide the students to come to the college regularly. In some of the meetings, they are invited to the college.

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

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

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

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision The vision of K.S.G.M.College Nirsa, Dhanbadis to make quality the defining element of education of the student and set the standards for higher education in the B.B.M.K.University, Dhanbad in the twentyfirst century. We are committed to creating and sustaining the conditions that enable all college students to experience an unparalleled education journey that is intellectually, socially and personally transformative Mission The mission of K.S.G.M.College is to educate the citizens and citizens-leaders for our society. We do this through our commitment to the transformative power of higher education in Arts and Commerce. Beginning in the classroom with exposure to new ideas, newways of understanding and new ways of knowing, student embark on a journey of intellectual transformation. Nature of Governance

* **NATURE OF GOVERNANCE**

Governing Body IQAC Finance Committee Admission Cell Discipline Cell Planning

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

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

The College has a participatory approach in matters of regular functioning of each committee. Each Committee headed by the Principal, consists of Coordinator and members who work for the planning and implementation. Various committees such as IQAC, Board of Governance, Academic Committee, Research Committee, Department of Examination, Finance Department, Library Committee, Reporting Committee, Website Committee, Cultural Committee, Debate Quiz,Discipline Committee and Anti Ragging Committee, Grievance Redressal Committee, Sports and Games Committee, Environment Committee, Women Cell, Placement/ Career Counselling Cell, Counselling Cell, chalk out the strategic plan of events and activities to support the growth and development in key areas.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

College plans annually through College annual Calendar. IQAC is the key Component in plan and policy framing system of the College. One example of strategic plan and deployment is given below IQAC organized a meeting on 01/09/2021. It took a decision to construct a college canteen for the students, employees and parents. It suggested constructing a room with 780 sq. feet with required facilities. It suggested talking with a local canteen manager to start the canteen facility with his supporting staff where college will allot a room with electricity and water facility charging a minimum cost annually. Accordingly, it was notified in the college notice board regarding opening a college canteen and work of a canteen manger. Four local parties came to contact for college canteen. Finally, a party was negotiated. All these consideration was made by opening written communication as well as conversation. A team on behalf of college authority was allotted accordingly, the team started to implement the policy. And finally the canteenstarted to work.

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

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

College adheres to the policies framed by the management for the smooth functioning of the day-to-day activities. The administrative setup has the Governing Body at the apex. The appointment of staff is done by the governing body in accordance with UGC guidelines.

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

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

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

6.3 - Faculty Empowerment Strategies

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

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Teaching Non-teaching

Compassionate Job,Employee Provident Fund, Compassionate Job,
Employee Study Leave, Casual Leave, Duty Provident Fund,Casual
Leave, Duty Leave, Maternity Leave special, Leave, Maternity Leave
Paternity Leave to female staff, the Indian Bankoffer/provides loan
facilities Leave, The Indian Bank such as Housing Loan ,Emergency
offer/provides loan facilities suchas Housing Loan, Vehicle Loan
```

File Description	Documents
Paste link for additional information	[NA](NA)
Upload any additional information	**No File Uploaded**

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

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

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1
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File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	**No File Uploaded**

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

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

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1
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File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	**No File Uploaded**

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

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

2

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

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

Governing body of the college along with I.Q.A.C organize meetings to solve the problems faced by students, teachers and parents. They work for teaching-learning and improving the level of quality of education of the college. All teachers and supporting staff are accountable for their performance. Principal supervises the daily activities of the teaching and non-teaching staff. He discusses

ontheir behavior and performance with the secretary of the college. In some cases, he discusses on that matter with the president of G.B. All teachers and supporting staff are Co-operative. They work as a team. For their wrong doing, explanation is sought. They are provided increment as incentive for right action and as per service rule, they are treated. No biasness is made on any teacher and nonteaching member. Secretary and President supervise the performance of teachers and non-teaching staff through the principal. Members of G.B. occasionally visit the college to see the day to day work. They suggest the solution to the problems faced by the employees. Surprise visit by them make all staffs alert and active. Employers have given feedback in writing through a prescribed format. The system of performance appraisal system of teacher and non teaching staffs has been introduced in the college. The feedback response of the employers like secretary of college and president of G.B. is quite satisfactory and increasing

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

6.4 - Financial Management and Resource Mobilization

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

The College management appoints an internal auditor to audit each year. This debit voucher is prepared by accountant, and then it is submitted before bursar and Principal, after verifying from stock register, approval is made by bursar and principal. Then this debit voucher including bill is sent to secretary for final approval. After getting the final approval from secretary payment is made. At the last part of every financial year, Principal/Secretary authorizes a charted accountant for financial audit of the college funds. Account section prepares Cash book, Ledger, Receipt and Payment A/C in every financial year and submits before the auditor. First of all Auditor verifies all the receipts of fund matching with Receipt counter fee collection receipt or any relevant sources. All amounts are duly deposited in bank after daily expenses. Auditorverifies all expenses with items through debit voucher and respective bill with approval of bursar, Principal and Secretary is essential. Verifying all papers and registers like Cash book, Bank Pass book, Ledger, Debit Voucher, Receipts, Fee collection Register,

Daily Collection Register, P/R, Receipt Payment A/c, match with opening & closing cash in hand and cash with bank, auditor gives itsfinal Audit report to Principal/Secretary of college.

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

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

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

0

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

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

The effective and efficient use of available financial resources of the college is ensured through proper system adopted by the college. (1) Resources are used on priority basis. (2) A Comprehensive budget is prepared in the month of March by the Account section of the College. (3) Budget is prepared by the Bursar and it is analyzed by principal and secretary. (4) Quotations of reputed concerns as per rules of purchasecommittee are invited. (5) Purchase Committee holds meeting after receiving quotation or tenders. (6) On the approval of purchase committee, final purchase and delivery of goods is made (7) All official formalities are Completed through- voucher/ Stock entry and issue of cheque to the concerned parties or suppliers and records are maintained. Resources are utilized as maximum as possible. Academic resources are utilized by students and teachers. Physical resources including building, classroom, canteen, cycle stand, office, drinking water, are utilized properly. Library and reading room resources are used by students and teachers smart class

room is used for teaching learning purpose. Student support facilities are well mobilized. Computer lab extends learning facility for students and employees ofthe college.

File Description	Documents
Paste link for additional information	[NA]()
Upload any additional information	**No File Uploaded**

6.5 - Internal Quality Assurance System

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

IQAC has following Contribution Contribution of IQAC Initiatives 1. Formation of Alumni Association 2. Basic Computer literacy Programme 3. Orientation on NAAC 4. Working for NAAC accreditation5. Encouraging teachers to use IT in teaching 6. Conducting Parent-Teacher meeting 7. Library improvement 8. Beautifying College Campus. 9 Seminar or Role of female in Panchyati Raj in Jharkhand 10.Webinar by Commerce, Pol. Sc., Hindi Dept.

File Description	Documents
Paste link for additional information	[NA]()
Upload any additional information	**No File Uploaded**

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

IQAC reviews teaching-learning process, methodologies and learning outcomes in the college. Two examples of institution review and implementation of teaching-learning Process are given below:-- (1) IQAC organized a meeting on 01/09/2021. It discussed on organizing sports Competition in the college campus. It was decided to arrange a cricket match in between students of Arts Faculty and Students of Commerce Faculty. It was successfully organized on 18/02/2022. (2) Again IQAC decided to organize meeting to discuss on arranging Parent-Teacher meeting in every department. Accordingly, IQAC suggested teachers through a meeting with all teachers. Teachers implemented the idea and suggestion from parents side, was given importance in Teaching-Learning Process of the college. Problems of

the students were vividly discussed among teachers and parents. New ways of solving the problems with reasonable and scientific approach come to help the teachers to make teaching-learning more interesting, suitable and qualitative as possible as it can be.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	**B. Any 3 of the above**

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Our college has CCTV facility. Everybody is under observationthrough CCTV. We have bus facility specially for female students. For safety of the students, we have five extinguishers. There is a spacious girl's common room with attached washroom. A water purifier machine is installed within the girl's common room. We have a female teacher to deal with any problem connected to girls. We organise different

programmes for gender sensitiveness. Such programs are -Legal aid related to sexual harassment, Prevention of Sexual Violence, Film on gender equity, Domestic violence against women.Falling sex ratio, World Human Day, Domestic violence, Sexual Harassment, Adult education before marriage, Sexuality andresponsible behavior etc.

File Description	Documents
Annual gender sensitization action plan	NA
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	NA

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**B. Any 3 of the above**

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

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

We have solid waste management, liquid waste management and waste recycling system. One specific place is fixed for solid waste likepaper, leaves, cartoon or packets made of rough paper, etc. The second pit is for solid wastes. In both the pits, the waste materials are turned to compost. That compost is used in our college garden. That is added to soil to help the plants grow in the garden. Generally, we have bio-degradable waste materials which come under waste recycling system. Our college campus has plastic free campus. Using plastic bags is banned in the college. We have no hazardous chemicals in the campus. With no radioactive waste & bio-medical waste, we have a clean and green campus. Three sides of the college campus is surrounded with forest land and forest. Our college is in

the rural area. Nearby college, some village is there. Some waste material from construction work which comes under solid wastegenerally used for road construction inside the college campus and outside the campus. Leaves of trees are main source for compost formation which help the plants of our garden to grow better.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	[NA](NA)
Any other relevant information	**No File Uploaded**

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	**A. Any 4 or all of the above**

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. **Restricted entry of automobiles** 2. **Use of Bicycles/ Battery powered vehicles** 3. **Pedestrian Friendly pathways** 4. **Ban on use of Plastic** 5. **landscaping with trees and plants**	**A. Any 4 or All of the above**

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

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	**E. None of the above**

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**B. Any 3 of the above**

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

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e.,

tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Our teachers and supporting staff are conscious of inclusive education college authority orients both teachers and supporting staffs to implement inclusive education. Student diversity is a challenge for teachers and supporting staff there is cultural difference regional difference linguistic differences and religious difference. Student comes from different socio-economic background. Our college arranges facilities and activities for an inclusive environment. An atmosphere of tolerance and harmony is maintained in the college. Student learn to respect their own culture region, religion, language and traditional along with that they learn to respect other culture religion, region language and traditional. All students are equal for teachers and supporting staffs. No student is discriminated on any ground. Eachand every student is cooperated and encouraged.

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

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

Constitutional right, duties values, obligations and responsibilities of citizens etc are very important for students. Along with prescribed syllabus, students are oriented with preamble of the constitution Ideas, cdeas and philosophies which encouraged our freedom fighters to frame the constitution. Indian social, moral values are thoughts to students. Not only the students of political Science department, students of other department know and understand all these ideas. Rights and duties of the citizens are discussed. Fundamental rights and fundamental duties are discussed among all students.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	B. Any 3 of the above

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

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

Our college celebrates national days and some International days and festivals. Some events are arranged as a whole on behalf of college. These are independence day, Republic day. N.S.S. organizes Gandhi Jayanti, Vivekanand Jayanti, Birsa Munda Jayanti, and some national and International days and events and festivals. Each department organise some national and International days.

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

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format

provided in the Manual.

(A) Online Classes- Covid-19 situation compelled the teacher to change the approach from offline classes to online classes. Initially we started forming some whatsapp groups and tried to add all enrolled students. We started some classes through zoom app. In the meantime we uploaded study materials like question-answers tuition like notes in the college website students were made free to talk to teachers and supporting staff 24 hours some student needed counseling due to corona virus fear and frustration. We cleared the doubts of the students through mobile phone. Study materials uploaded in the college website filled the gap to a large extent. Teachers tried to have conversation with students solving their personal academic and learning problems, they tried the best to organize on-line Parent-Teacher meetings, Rangoli Competition, webinars, painting competition, poster-making competition etc. For a long period online classes were continued. It filled a gap between teachers and students it was beneficial of add students. (B) FREESHIP FACILITY- Our College provides freeship facility to these students whose houses are 20 K.M. far from the college. Such students get a great chance as girl students with financial problems are benefitted by our freeship facility. A good number of students are coming from areas of more than 20 K.M. distance from the college. Actually our college covers students of around 20 K.M. to 30K.M. areas.

File Description	Documents
Best practices in the Institutional web site	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.3 - Institutional Distinctiveness

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

As per our priority we tried the best to cut the tuition fees for such students. Admission strength has risen and more and more girl students are interested to pursue at least B.A. and B.Com. Particularly, this area sees more drop of students after matriculation and intermediate study. This effort of our college has raised the enrolment rate every year. Students are getting benefits out of this facility. The thrust area was spreading higher education access. Actually towards east around 25 K.M. areas there is a govt. college, towards west at 40K.M. distance, there is another govt. college, towards north at around 40K.M. there is a govt. college and

toward south at around 30 K.M. there is a permanently affiliated college. Hence our college covers students of a large area, big periphery and mostly rural students. While male students may travel to far areas for graduation, female students have many difficulties including social and financial constraints. Still, our effort tospread the education facility has produced a very good result.

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

7.3.2 - Plan of action for the next academic year

- **Introducing B.Sc. Programme**
- **Constructing Boundary Wall**
- **Enlarging ICT facilities**
- **Enriching Library facilities**
- **Appointing more teachers and supporting staff**
- **Enriching sports facilities.**