Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**S N SINHA COLLEGE**
Name of the head of the Institution	**Dr. Arjun Sharma**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**06144-8210738308**
Mobile no.	**8210738308**
Registered Email	**snsciqac@gmail.com**
Alternate Email	**snsinhacollege@gmail.com**
Address	**Near Railway Station, Teni Bigha**
City/Town	**Jehanabad**
State/UT	**Bihar**
Pincode	**804417**

2. Institutional Status

Affiliated / Constituent	**Constituent**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Subodh Kumar Jha**
Phone no/Alternate Phone no.	**09473026757**
Mobile no.	**8210738308**
Registered Email	**subodhkjha1962@gmail.com**
Alternate Email	**snsinhacollege@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://snsinhacollege.com/AQAR.aspx

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://snsinhacollege.com/AcadmeicCalendar.aspx

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**C**	**1.75**	**2021**	**31-Mar-2021**	**30-Mar-2026**

6. Date of Establishment of IQAC

02-May-2013

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
1. Review of IIQA submission on 4th June and discussion on the seven criterion for	**02-Jul-2019** **1**	**12**

submitting SSR 2. Effective curriculum planning and measures for proper implementation 3. Updating library website 4. Having a class with fully smart class technol		
1. Complete new girls common room 2. Renovation of NSS office 3. Purchasing of language lab software (20:1)	28-Sep-2019 1	12
1. Purchasing of sports equipment 2. Discussion on Preparation of PowerPoint presentation of IQAC and different departments of college 3. Purchasing of laboratory equipments for Psychology, Zoology and Chemistry lab 4. Making of Swarn Jayanti Dwar	08-Jan-2020 1	12
1. Discussion on Linkage and MOUs 2. Discussion on conducting seminar on IPR Cell 3. Discussion on ISO Certification 9001:2015 and 21001:2028 of College. 4. Discussion on Document Management and Storing and Android App for College, Teacher and Student.	15-Mar-2020 1	12
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	2020 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

1. Review was made of IIQA submission on 4th June 2019 in accordance with the directions from the Rajbhawan and the University. Elaborate discussions were held on the seven criteria for submitting SSR within 45 days i.e. 27th July 2019. 2. Academic Calendar, Routine and timetable of classes is prepared for session 201920. 3. Laboratory equipments has purchased for Psychology, Zoology and Chemistry labs. 4. 10 Days ICT Training programme is conducted for teachers and nonteaching staff on dated 10.08.2019 to 20.08.2019 5. Document Management and Storing and Android App for College, Teacher and Student, the importance of Document Management and Storing was emphasized and a few suggestions for improvement were also made. It was also resolved that the college has procure Android App for College, Teacher and Student.

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

Plan of Action	Achivements/Outcomes
Review of IIQA submission on 4th June and discussion on the seven criterion for submitting SSR	SSR Submitted on dated 26.07.2019
Updating library website	Updation of Library Website is completed with Web OPAC and E-Resources Facilities
Having a class with fully smart class technology	Having a class with fully smart class technology
Making of Rainwater harvesting	Rainwater Harvesting (Rooftop) is completed on back of chemistry lab in science building.
Making of Vermi-compost pit	Vermi-compost pit is completed on front of the arts building.
Discussion on academic calendar of university and preparation of routine and timetable of the classes	Academic Calendar, Routine and timetable of classes is prepared for session 2019-20.
Discussion on organising ICT training programme for teachers and non-teaching staff	10 Days ICT Training programme is organized for teachers and non-teaching staff on dated 10.08.2019 to 20.08.2019

Purchasing of language lab software (20:1)	Language Lab Software of Teacher and Students is implemented in Language Lab
Complete new girls' common room	Girl's Common room is completed
Purchasing of laboratory equipments for Psychology, Zoology and Chemistry lab	Laboratory Equipments is purchased for lab.
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14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	20-Mar-2020
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Planning 1. S. N. Sinha College, Jehanabad being a Constituent Unit of Magadh University, Bodh Gaya, has to follow the university with regards to the processes, system and structure for curriculum design and development. It is binding on the college to adopt the curriculum provided by University, taken from models of UGC curriculum. 2. Academic calendar of the college in line with the academic calendar of the University is prepared by IQAC, academic committee and other committees in consultation with heads of different departments under the Chairmanship of Principal at the commencement of each academic session. 3. Ensuring effective delivery of curriculum within a limited time frame of academic calendar is taken as a challenge and the class routine is prepared in consultation with the departmental heads. 4. The departmental heads distribute the topics and chapters among the available resource potential of the teachers and fix the responsibilities as who, how and when to be carried out. 5. To develop the college as an institution of repute is the goal set by all the stakeholders. For this, we organise curricular, co-curricular and extra-curricular activities with the mission and vision of the college. Implementation 1. The college gladly accepts the challenge of implementing and executing the planned curriculum. The college provides class room facilities as per routine to all the departments. Books for seminars, new equipments for lab and class room teaching learning materials are provided to all the departments as per needs. 2. The Departmental Heads and academic committee, college IQAC

and Principal. Monitor the implementation of the curriculum, co-curricular activities and other related activities. 3. Regular meetings with the Heads of the different Departments are conducted to develop different strategies for effective implementation of curriculum. Teachers are encouraged to transact the curriculum through innovative teaching methods. Teachers are also encouraged to attend workshop on new teaching learning techniques and styles organized by an Institution. 4. The teachers are very enthusiastic, thanks to the encouragement of the college administration, about participating in the orientation / refresher courses / workshops and other training programmes for updating their knowledge and improving teaching skill. 5. The college always supports the teachers in terms of conducting seminars / symposium / workshops / lecturer series and other interactive programmes in their respective departments. 6. The College is always ready to provide teaching and reference material in the form of books, journals, magazines etc. 7. The college provides teaching tools such as computers, LCD projectors, and other ICT equipment to boost up teaching – learning process.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NIL	NIL	Nil	0	NIL	NIL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	NIL	Nill
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nill	NIL	Nill

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
ENVIRONMENTAL STUDIES	16/12/2020	37
COUNSELING AND GUIDANCE SKILLS - DEPARTMENT OF PSYCHOLOGY	10/02/2020	49
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCA	BCA	9

BBM	BBM	6
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
The college is always ready to improve the quality of education as well as infrastructure facilities for the benefit of the students. Hence it seeks to secure regular feedback from all the stakeholders including the students. There is a proper mechanism for reviewing, and analysing the feedbacks received. The process is somehow analysed in the following manners: 1. Every department head with the support of the faculty members collect and compile the feedback and highlight the main suggestions or the area of concern. 2. The Head of the Department tries to sort the problems in consultation with the principal and the college IQAC. 3. If the issue is serious and demands the attention of the other department as well or with the whole college administration, the matter is put up for discussion in the staff meeting conducted by the Principal along with college IQAC. 4. The IQAC and the college try to resolve all the issues which come up after the analysis of the feedback.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	B.A.	960	811	811
BCom	B.COM.	672	80	80
BSc	B.Sc.	768	633	633
BBM	BBM	60	11	11
BCA	BCA	120	93	93
BLibSc	BLIS	60	58	58
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses

2019	3745	Nill	34	Nill	34

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
14	8	2	1	1	1

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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Yes, a proper mentoring system is there in the college. Every teacher of the college has to function as the mentor of a group of students assigned to him. The division of students into group is done after proper consideration and discussion. The College IQAC, the faculty members under the chairmanship of the Principal take active part in the discussion. After the discussion the decision is taken and the list of mentees is prepared and handed over to the concerned faculty members. The list is also put on the notice board of the college for the students to see and contact their mentors. The mentors on their part have meeting with their mentees and encourage them to be in touch as and when required in addition to the fixed regular meetings which is decided keeping in mind the convenience of the all as far as practicable.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3745	34	1:110

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
40	14	26	4	10

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nill	NIL	Nill	NIL

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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	B.A.	IIIRD	15/11/2019	02/12/2019
BCom	B.COM.	IIIRD	15/11/2019	02/12/2019
BSc	B.Sc.	IIIRD	15/11/2019	02/12/2019

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

There are several ways the college adopts to inform the stakeholders of college about the evaluation schedule and process. 1. First, all departments are handed over the evaluation schedule and process for their own reference. They are also instructed to intimate the students of the same. 2. The faculty members on their part intimate and discuss the evaluation guidelines with the students. 3. As far as college level evaluation is concerned, the teachers and students are given instructions about the evaluation schedule and process well in advance. If necessary, meeting on evaluation process is also called by the principal. Evaluation Reforms initiated by the institution on its own 1. Teachers of various departments conduct class room tests, quiz, debates, exercise and other evaluative tests internally though these have no impact on final evaluation conducted by the affiliating University. 2. Effective implementation of evaluation reforms are ensured by the affiliating University and it is out of scope of college administration. 3. The institution effectively implements internal college level evaluation reforms with the support from the HODs and IQAC. Formative approach: 1. During each session tests are conducted in classroom. These tests include solving exercises, and Interactive Question – Answer session. 2. In vocational courses, special focus is on conducting practical training on project development and Report Writing. Impact on system: Two major impacts of the approaches adopted by the college are as follows: a) Student's confidence level was boosted and they performed very well in their final exams b) Some of the project works by the students in vocational courses were remarkable. Summative approach: the affiliating University conducts final exams.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

At the commencement of every session, a joint meeting of all the teachers of all the departments is held to discuss and chart out an academic calendar. Special care is taken to ensure that the academic calendar of the college is in tune with the academic schedule of the affiliating university. Thereafter every department head in consultation with the faculty members chalk out the academic calendar of their respective departments, then the same is submitted to the IQAC and after the approval IQAC and the College Principal, the same is pasted on the Department notice board and circulated among the students. Efforts are made to ensure that the academic calendar is adhered to especially in terms of test examinations. The final examination is decided by the affiliating university, and the college's responsibility is only to conduct the examination and be a part of the centralised evaluation that usually follows the final examination.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://snsinhacollege.com/ProgrammeOutcomes.aspx

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
B.A.	BA	B.A.	675	664	98.37

B.Sc.	BSc	B.Sc.	361	346	95.81
B.COM.	BCom	B.COM.	86	85	98.83
B.C.A.	BCA	B.C.A.	55	50	90.90
B.B.M.	BBM	B.B.M.	9	9	100
B.LIS.	BLibSc	B.LIS.	60	60	100

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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

https://snsinhacollege.com/Questionnarie.aspx

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	0	NIL	0	0

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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
NIL	NIL	

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nill	NIL

No file uploaded.

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	Nill

No file uploaded.

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NIL	Nill

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Hindi, English, Urdu, Economics, Political Science, Psychology, History, Philosophy, Sociology, Mathematics, Commerce	1	0
International	Mathematics	1	12.02

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 3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
NIL	Nill

No file uploaded.

 3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	NIL	Nill	0	NIL	Nill

No file uploaded.

 3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	Nill	Nill	Nill	NIL

No file uploaded.

 3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	1	66	Nill	Nill
Presented papers	Nill	1	Nill	Nill
Resource persons	Nill	3	Nill	Nill

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3.4 – Extension Activities

 3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/	Number of teachers	Number of students

	collaborating agency	participated in such activities	participated in such activities
Netaji Subhash Chandra Bose Jayanti and Blood Donation Camp	NSS Unit with Deptt. of Mathematics, BCA, BLIS, BBM	7	50
Human Chain for Jal Jeewan Hariyali	NSS Unit with Department of Mathematics, Zoology, Botany, Economics	8	56
National Youth Day	NSS Unit with Deptt. Of Philosophy	6	25
Constitution Day	NSS Unit with Deptt. Of Political Science	7	30
Communal Harmony Week	NSS	5	22
Special Camp on Adopted Kinari Village	NSS	5	20
Van Mahotsav	NSS	4	15
Awareness rally, Yoga shivir and Debate on International Yoga Day	NSS	5	40
Tree Plantation in Adopted Village (Timalpur and Kirani)	NSS	3	30
World Environment Day (Inauguration of two parks	NSS	7	45

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 3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NIL	NIL	Nill

No file uploaded.

 3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
NIL	NIL	NIL	Nill	Nill

No file uploaded.

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
NIL	NIL	NIL	0

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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NIL	NIL	NIL	Nill	Nill	NIL

No file uploaded.

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
ITIANO	24/07/2019	BCA Final Year Project	19
BIHAR STATE CO-OPERATIVE MILK PRODUCERS FEDERATION LTD.	Nill	BBM Final Year Project	5
R N Technologies Pvt. Ltd	23/05/2019	BCA Final Year Project	22

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
3	12.96

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added

Classrooms with Wi-Fi OR LAN	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Others	Newly Added
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
AUTOLIB	Fully	2.0	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	16273	Nill	Nill	Nill	16273	Nill
Reference Books	755	Nill	Nill	Nill	755	Nill
e-Books	97000	Nill	Nill	Nill	97000	Nill
Journals	102	Nill	Nill	Nill	102	Nill
CD & Video	5	Nill	Nill	Nill	5	Nill
Library Automation	1	Nill	Nill	Nill	1	Nill
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	Nill
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	86	3	1	0	0	5	19	50	0
Added	5	1	0	0	0	13	0	25	0
Total	91	4	1	0	0	18	19	75	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

75 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	Nill

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
8.5	1121312	3	2742359

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

There is a mechanism for maintaining and utilizing physical, academic and support facilities such as laboratory, library, sports complex, computers, classrooms etc. Each practical subject has got a laboratory and a laboratory in charge who maintains the record of the equipments and other objects in the laboratory. The students go to the lab as per their turn as mentioned in their class routine. Similarly, there is a central library with around 19000 books and journal in it. There is separate staffs for the library and a library incharge who decides what books and journals are to be procured. At the requisition of the library incharge, the college subscribes to the journals and e- resources and also purchase books. Similarly, there is a sports incharge who looks after the sports activities in the college. He also ensures that the sports gadgets are available for the students. It is again the responsibility of the sports incharge to take the team of the players out for different competitions organised at the university level, the state as well as national levels.

https://snsinhacollege.com/Procedure.aspx

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	NIL	0	0
Financial Support from Other Sources			
a) National	Post Metric Scholarship	163	652000
b)International	NIL	Nill	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved

Language Lab	14/12/2021	87	Internal
ICT Training	10/08/2019	60	R. K. Enterprises
Yoga	21/06/2020	98	Internal

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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	Career Counselling	Nill	120	Nill	Nill

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
17	15	10

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
NIL	Nill	Nill	NIL	Nill	Nill

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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	144	B..A	ARTS	S S COLLEGE, JEHANABAD, GAYA COLLEGE, GAYA AND MAGADH UNIVERSITY, GAYA	M.A.
2019	119	B.Sc.	SCIENCE	S S COLLEGE, JEHANABAD, GAYA COLLEGE, GAYA AND	M.Sc.

				MAGADH UNIVERSITY, GAYA	
2019	35	B.COM.	COMMERCE	S S COLLEGE, JEHANABAD, GAYA COLLEGE, GAYA AND MAGADH UNIVERSITY, GAYA	M.COM.
2019	24	B.C.A.	COMPUTER SCIENCE	S S COLLEGE, JEHANABAD, GAYA COLLEGE, GAYA AND MAGADH UNIVERSITY, GAYA	M.C.A.

No file uploaded.

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Nill	Nill

No file uploaded.

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Kabaddi Competition	University	56

No file uploaded.

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nill	NIL	National	Nill	Nill	NIL	NIL

No file uploaded.

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The college has an elected student council in the college. However, when the election would be held is decided by the affiliating university. The last election was held in 2018. Whether there is regular election or not, student representatives are always included in different committees. In case of elected council, the representatives of the students' council are included in different committees of the college e.g. Development and Building committee, Teachers' Parents committee and Alumni committee. If there is any issue or demand the students Council members/ officials or representatives usually approach the

college administration with their demands and the later takes suitable actions to meet the genuine demands. Recently one new RO plants in addition to the three earlier ones has been installed for the students considering their demand. The council also plays important role in encouraging the students to be regular in attending the classes and other activities of the college.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

1

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

1. In keeping with the norms of the affiliating University, the Principal is the chief administrator of the college. It is his responsibility to maintain both academic and administrative quality of the college. To ensure smooth functioning and practicing of decentralization and participative management processes the Principal forms different committees and assigns different responsibilities to different teachers. He holds frequent meetings of the Heads and faculty members to discuss various academic issues and policy matters as well. . 2. Whenever the State Govt. or UGC launches any scheme or proposal for adoption at the college level, as a case study, execution of seventh pay commission the Principal discusses the matter with concerning faculty members and chalks out a detailed strategy for implementation. 3. The different committees formed by the Principal prepare action plans and submit these along with recommendation to the Principal. 4. The committees carry out activities as per their responsibilities. The IQAC monitors and evaluates these activities periodically. The departmental meeting, staff meeting and general meetings is convened by the Principal for feedback and also for reviewing the duties assigned to different committees or faculty members or officials. 5. Thanks to the various committees which have been formed to assist the Principal in day-to-day administration, the college administration is proactive, participatory and student centric. This inculcates a sense of togetherness in the campus. 6. Efforts are made to provide modern teaching aids to all the departments and enrich the Central Library with books and journals. 7. Efforts are made to make the environment conducive to visiting lectures, seminars and participation in refresher / orientation courses. Departmental meetings and Heads meetings are regularly held to discuss academic improvement. 8. Of late, the Library, Admission Section and Accounts Office have been made fully computerized. 9.. Initiatives are taken at different levels for development of the institution. As a result, during the last two decades, the college has developed into the most prestigious institution of Bihar. 10. As the chief functionary, administrator, academic guide and manager of the institution, the Principal sets an example for others to follow. His interesting in improving

infrastructure, providing required academic facilities, implementing new programs and making available new teaching – learning resources for all-round development and quality sustenance is worth emulating. 11. The college has a well-developed management information system. There is continuous assessment and evaluation at all levels. As a result, innovations in management system are always reflected. 12. The administration has evolved regular and continuous interaction with all its stakeholders. Both formal and informal interactions with students are held through well-articulated bodies which work both horizontally and vertically through various committees of the college. 13. The performance of different committees is reviewed, evaluated and the good performers are publicly appreciated.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	The affiliating university is solely responsible for developing and updating curriculum and the constituent (affiliated) colleges have to follow the curriculum approved by the University. However, the departments do incorporate certain additional topics for the benefit of the students.
Admission of Students	There is a well organised mechanism for the admission of students in the college this is done jointly by the affiliating university and the college. The aspiring students have to first enrol themselves on the Magadh University portal. After the registration, the Magadh University publishes the merit list, following the reservation norms as well as the university guidelines. The selected students approach the college and take admission after the proper verification and the payment of the fee.
Industry Interaction / Collaboration	The college has ensured industry interaction especially for the students of the vocational courses. Some very popular industries include Hero Honda and Sudha Public Dairy. The students choose the industry in which they want to work as their project work and then an official letter is sent to the concerned industry. The industries gladly accept the trainees from the college.
Human Resource Management	The principal of the college with the support from the different committees manages the affairs of the college after properly channelizing the human

	resources. The management of human resources is efficiently and effectively done. There are administrative committee, Grievance and redressal committee proper the management and of human resources and looking after their well being.
Library, ICT and Physical Infrastructure / Instrumentation	In addition to the regular purchase of the books and journals in the library, subscription to INFIBLET was also made to make e- resources available to the students of the college. Efforts are constantly and continuously made to promote the use of ICT in the teaching learning process. Hence, emphasis is laid on installing ICT enabled classes as well as the proper use of the same. On the basis of the feedbacks received, classrooms are renovated and maintained properly. Ramp facility for the differently-abled is also provided as far as practicable. The State government, at the proposal of the college, has approved of the construction of a three storied building to accommodate different departments and also three large classrooms.
Research and Development	S.N. Sinha College is a degree level college that means the teaching learning here takes place only up to the bachelor level. Hence, there is not much scope for research and development except that in certain subjects, dissertation is to be submitted by the students. However, the faculty members of the college are engaged in the research activities on their own and about 30 percent of them has been guiding and supervising the research scholars for Ph. D. thesis registered in the affiliating university.
Examination and Evaluation	Each department conducts class tests periodically in addition to Quiz based on the topics taught. The departments also encourage students to do PowerPoint presentations on the topics they have learnt. The topic is assigned to them by the subject teachers. A record of the students' performance is kept in each department though it does not have any impact on the final result of the students which is declared on the basis of examination and evaluation at the university level.
Teaching and Learning	The teachers of each department have

updated themselves to continue with the teaching learning activities during Covid- 19 pandemic. Majority of teachers are now techno friendly and comfortable in conducting online classes on various platforms such as Zoom and Google Meet. Each department has formed WhatsApp groups for the students through which important communication are made and e-contents developed by the teachers are shared. E- Contents are uploaded on the University website as well as the college website.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Planning and Development	Major works such as annual budget, Development plan and salary advice prepared digitally. The college has its own website for the proper communication.
Administration	Admission is partially done online and partially offline. Selection of students is done online, verification is done manually and then updating of the admitted students again is done on the portal.
Finance and Accounts	Finance and Accounts also is maintained in hybrid mode – partly digitally and partly manually.
Student Admission and Support	The college website as well as Magadh University is used for the purpose of admission and requisite support to the students.
Examination	Term end Examination is usually taken in offline mode. The schedule is published by the affiliating university and the center of the examination is also decided by the university. The college holds the examination of the students allotted to it by the affiliating University. However, during Covid-19 pandemic, internal tests were conducted online by the subject teachers.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support

Nill	NIL	NIL	NIL	Nill

No file uploaded.

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	ICT Training Programme	ICT Training Programme	10/08/2019	20/08/2019	10	12

No file uploaded.

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
UGC-HRDC sponsored 84th Orientation Programme	1	29/11/2019	19/12/2019	20
Training Programme on e-learning	1	28/06/2020	04/07/2020	7
Qualitative and Quantitative Research Analysis	1	20/05/2020	22/05/2020	3
Teaching through e-learning technologies 'Development of E-Content'	1	31/05/2020	04/06/2020	5
Yoga for well being and life skill development	1	21/06/2020	25/06/2020	5

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
4	Nill	Nill	4

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
General Provident Fund and Group Insurance	General Provident Fund and Group Insurance	Poor Boys Fund, Full and Half Free ship, Full Exemption of fee to SC, ST and Girls Students

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Yes, The institution conducts internal and external financial audits regularly. There is an auditor to internally audit the accounts in each financial year. It is his responsibility to audit meticulously the entire income and expenditures made during the financial year. The external audit is performed through state government Bihar by the team of auditors from the Office of the Accountant General, Patna. Both the team auditors submit their reports to the university and the government separately. Till date there is no any major objections reported by any auditing team. The last audit is done in the year of 2020-2021.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	NIL

No file uploaded.

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	No	Nill
Administrative	No	Nill	No	Nill

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

There is no formal parent teacher association at college level. However college has several practices and activities which ensure regular interaction of the parents of the students. Some of these activities are: 1. The college conducts sessions every year before the admission process in various undergraduate courses begins. Here college teachers counsel students and parents with their queries related to admission process, choice for the course, eligibility criteria and future prospects of various courses etc. 2. The college organises "Induction meet" every year where students along with parents/guardian are invited. Here students and parents are introduced to the college and the respective teachers. 3. The college organises "Prize Distribution Day" where parents of the awardees are specially invited to attend the prize distribution ceremony. Additionally, the college contacts the parents of the students under special circumstances. Also college makes sure to take feedback from parents periodically.

6.5.3 – Development programmes for support staff (at least three)

1. 10 Days ICT Training programme is organized for teachers and non-teaching

staff on dated 10.08.2019 to 20.08.2019 2. Online Webinars for different topics are conducted in college for teachers. 3. For maintaining healthy lifestyle Yoga programme has conducted on dated 21.06.2020 in college for all support staff and students.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

NAAC Accreditation was done on 31-03-2021, so post accreditation initiatives is not analyzed.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2020	1. Discussion on Linkage and MOUs 2. Discussion on conducting seminar on IPR Cell 3. Discussion on ISO Certi fication 9001:2015 and 21001:2028 of College. 4. Discussion on Document Management and Storing and Android App for College, Teacher and Studen	15/03/2020	15/03/2020	15/03/2021	12
2020	1. Purchasing of sports equipment 2. Discussion on Preparation of PowerPoint presentation of IQAC and	08/01/2020	08/01/2020	08/01/2020	12

	different departments of college 3. Purchasing of laboratory equipments for Psychology, Zoology and Chemistry lab 4. Making of Swarn Jayanti Dwar				
2019	1. Complete new girls common room 2. Renovation of NSS office 3. Purchasing of language lab software (20:1)	28/09/2019	28/09/2019	28/09/2019	12
2019	1. Review of IIQA submission on 4th June and discussion on the seven criterion for submitting SSR 2. Effective curriculum planning and measures for proper imple mentation 3. Updating library website 4. Having a class with fully smart class technol	02/07/2019	02/07/2019	02/07/2019	12
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
International Women Day	08/03/2020	08/03/2020	12	18

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
30 percent

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	25
Ramp/Rails	Yes	20
Rest Rooms	Yes	5
Scribes for examination	Yes	Nill

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	Nill	05/06/2019	1	Tree Plantation Programme in adopted village	Benefits of Plantation in society	20
2019	Nill	1	19/11/2019	1	Special Camp in Adopted Village Kinari	Related to Education	30
2020	Nill	1	15/04/2020	1	Mask, Soap and Sanitizer distribution during lockdown	Prevention to COVID-19 Pandemic	28
No file uploaded.							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
College Prospectus	02/07/2019	nil

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Republic Day	26/01/2020	26/01/2020	96
Independence Day	15/08/2019	15/08/2019	89
Teachers Day	05/09/2019	05/09/2019	47
Constitution Day	26/11/2019	26/11/2019	30
Swami Vivekanand Jayanti (National Youth Day)	12/01/2020	12/01/2020	25
Netaji Subhash Chandra Bose Jaynati	23/01/2020	23/01/2020	50

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Regularly conducts Green Audit of college 2. Plantation Programme is organised in the college and adopted village 3. Rooftop Rain Water Harvesting to preserve rain water in tank (for uses in plants and chemistry lab) and earth (to maintain earth water level) 4. Vermi Compost Pit 5. Initiative for Environmental Protection and Hygiene

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Title of the Practice: Online teaching learning during Covid-19 2. Objective of the practice: We have been passing through one of the most difficult phases in our life for the last one and a half year. Physical contacts with people have been severely restricted due to the Covid protocols. In this situation the primary task of an educational institution is to maintain the normal academic exercises as far as possible. Adapting more and more to the online mode in order to overcome the situational impediments is the objective of the practice. 3. The Context: Since 22 March 2020 educational institutions were declared closed in Bihar due to the outbreak of Covid-19 pandemic. The prime minister of India declared lockdown all over India since 25 March 2020. Every normal activity was stalled. The first few months were the time when almost all economic and academic activities in public life came to a sudden halt. After one or two months, efforts had been made to cope up with the new situation. Adapting to online mode by teaching through online classes, arranging webinars, conducting online meetings, administrative activities and online publication of college -journal was the only way out. This is the context where the institution stepped forward and made its mark. 4. The Practice: The college tried to evolve its activities through online mode in the new situation as far as possible. The teachers from various departments felt the need to reach out to the students during lockdown. The departments started functioning through online classes using zoom, google or webex platforms, uploading of study-material or PPT presentation or audio lecture in college website or WhatsApp groups. However, teachers continued the teaching and evaluation over quite a few months on their individual capacity using their own resources. 5. Evidence of Success: Classes were regularized in online mode and teaching-evaluation process resumed. The series of webinars, online student seminars and online issue of research journal revived the academic exercises of the institution. 6. Problems Encountered and Resources Required: The shift to online classes was not a choice but a compulsion. For students from the economically backward section of the society it is difficult to spend regularly for data packs. All

of them could not afford to buy smart phones, tabs or computers. The institution did not have enough resources to support the financially challenged. Hence the online teaching is consistently widening the gap between the rich and the poor. 1. Title of the Practice: Student Diversity 2. Objectives of the Practice ? To create an atmosphere wherein, students learn from each other as well as help and encourage each other ? To ensure that students build social skills such as empathy, understanding and kindness ? To help in developing the community by providing equal opportunity to all the students 3. The Context: SNSC follows a policy wherein, a mixed crowd of students coexist within the college campus and learn from each other. The institution encourages a system of admission without any bias and thereby, has a diverse crowd consisting of non-traditional learners and first generation students, quick learners/ academically challenging students, academically challenged students and students from different linguistic, social and cultural backgrounds. 4. The Practice The institution follows a system of admission without any bias. Students from a diverse crowd including non-traditional learners, first generation students, quick learners, academically challenged students and students from different linguistic, social and cultural backgrounds are admitted into the college. These students are also provided with necessary support and advancement opportunities. 5. Evidence of Success ? The sheer number of students from diverse sections of society who apply to study in the college ? The number of students who come from diverse backgrounds and complete their degree and secure placements ? The number of admissions granted to students irrespective of their backgrounds 6. Problems Encountered and Resources Required: ? Financial support and scholarships ? A solid system of support to ensure that students are adjusting well to the new atmosphere

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://snsinhacollege.com/BestPractices.aspx

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Inclusion of ICT in our teaching – learning activities may be looked upon as the one area distinctive to its vision and priority to modernize teaching and pedagogy (skill based learning). The college has one fully developed smart classroom, three ICT enabled classrooms, as well as a language lab and three computer labs. The use of smart class technology adds to the effective transaction of curriculum. The students love to be a part of the smart class activities. One benefit of the regular and frequent use of ICT has been their exposure to the vast avenues the ICT This has boosted their confidence to use e-resources available to them within the college premises, as the college has subscribed to INFLIBNET n-list programme and so 6000 e-journal and e-books are easily accessible to them. Now they know that the plenty of resources are at their finger tips so they have nothing to worry in terms of gathering information. This has also motivated them to exercise their mind critically and judiciously and form of their own Opinion and/or views on a given topic. The regular use of ICT has also honed their skill of presentation. This way another vision of the college - "Give academic freedom to all the staff and students to engage into intellectual discourse and critical enquiry without fear and favour" is also achieved to a great extent.

Provide the weblink of the institution
https://snsinhacollege.com/Distinctiveness.aspx

8.Future Plans of Actions for Next Academic Year

• PG courses in different Departments • More Minor/Major Research Projects • More Linkage/MoUs with International National Institutions • Construction of separate examination hall. • Setting up of more certificate and diploma courses. • Signing of MoUs with government as well as non-governmental organizations. • Stress on making campus polythene and plastic free zone. • Further steps for carbon neutrality zone. • Computerization of all the departments. • Making efforts in the direction of digital India, beti bacho and beti padao, make in India, Swachha Bharat Abhiyan and other such abhiyans.