SELF STUDY REPORT

FOR

1ˢᵗ CYCLE OF ACCREDITATION

S N SINHA COLLEGE

NEAR RAILWAY STATION, TENI BIGHA, JEHANABAD
804417
WWW.SNSINHACOLLEGE.COM

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

July 2019

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Satyendra Narayan Sinha (S N Sinha) College, Jehanabad, a constituent unit of Magadh University, Bodh Gaya, imparts education up to honours level in three streams - Science, Arts and Commerce. In Science, honours level teaching is available in Mathematics, Physics, Chemistry, Botany and Zoology.

In Arts, honours level education is provided in 10 subjects that include Hindi, English, Urdu, Pali, Political Science, History, Philosophy, Psychology, Economics and Sociology. In Commerce, honours level teaching is imparted in Accounts group.

Despite the inadequacy of teaching faculties in recent years, the college has maintained its higher educational standards. It has earned a name in vocational education in BCA, BBA and B.LIS courses.

S.N. Sinha College came into existence in July 1970 as a fruition of the efforts made by the late Shyam Narayan Singh of Ainwa village and the chairman of the Jehanabad Municipality/notified area for several years. The easy access to the college was one of the reasons that about 500 students got enrolled in the very year of the establishment. The naming of the college after Satyendra Narayan Sinha, the well-known educationist, who also graced the offices of the Education Minister and the Chief Minister of Bihar sent a very positive message about the objective of the college. Mrs. Tarkershari Sinha, the former Cabinet Minister, officially inaugurated the college in July 1970.

The missionary zeal with which the Founder Secretary late Shyam Narayan Singh and the founder Principal Ramadhar Singh founded the College did not cease with the conversion of the college from an affiliated unit to a constituent unit of the Magadh University, Bodh Gaya in September 1980.

Despite the easy access to the means of the communications, the location of the college is closer to the suburban, rural urban and rural areas of the district. The urbanization is mostly in the east-southern part of the railway station whereas the college is situated to the west of the railway station. Naturally, the majority of the students enrolled here belong to the BPL, SC and ST classes. The girls, again, outnumber the boys in terms of enrollment.

Vision

The Vision of S. N. Sinha College, Jehanabad is to transform the college into a modern 21st Century institution. To achieve this we visualise to:

1. Give academic freedom to all the staffs and students to engage into intellectual discourse and critical enquiry without fear and favour.
2. Make the college student-centric centre of learning, and therefore modernize teaching and pedagogy (skill based learning) by incorporating ICT in our teaching – learning activities.
3. Promote innovation and improve quality of life by responding to local, national and social needs.
4. Provide additional care to the differently-abled students.
5. Take measures to curb sexual harassment will be undertaken. The college will attempt to empower these

vulnerable sections of the University community.

6. Work harder for capacity building of students, teachers and officers alike.
7. Focus on careful stewarding and enhancement of resources entrusted to the institution.
8. Ensure prudent management of the college resources.

Mission

1. Enlightening the rural masses and the weaker section of the society with the wealth of knowledge.
2. Activating thirst of learning among students.
3. Equitable access to quality higher education in Certificate and Graduate studies.
4. Benefitting students from the latest advances of education.
5. Keeping in mind the service to society and the nation is the college's obligation and to share the benefits of its knowledge for the public good is its foundational ethics.
6. Creating an institutional environment where the creativity of all individuals can thrive.
7. Developing the intellectual, moral, and practical foundations among students.
8. Guiding students so that they become great academic leaders.
9. Nurturing human values among students.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. Peaceful academic environment conducive to quality education.
2. 100 % result in vocational courses; overall 95 percent success ratio in all courses in the last five years.
3. A rich and modernized library with wide range of books, periodicals, research journals and magazines.
4. Well qualified research oriented and committed teachers with national repute.
5. Cooperative non-teaching staff.
6. Easily accessible through rail and road communication.
7. Modern Language Lab.
8. WI-FI connection in the college premises.
9. Well equipped and functional computer labs.
10. Smart classes with smart boards.
11. Organizing seminars and workshops at regular intervals.

Institutional Weakness

1. Vacant posts of teachers in all departments - against a sanctioned strength of 40 (including the Principal), we have only 12 teachers (including the principal).
2. A good number of nonteaching staff retiring every year but no replacement for them.
3. Some of the labs are not up to the mark or updated chiefly because there is no regular teacher and lab instructors in that department.
4. Limited land available to the college.

Institutional Opportunity

1. Opportunity to serve the students from the disadvantageous and deprived classes, as Over 50 % of the enrolled students from the SC, EBC and minority communities.
2. Three vocational courses - BCA, BBM and B.LIS - to hone the professional skills of the students.
3. Modern Language Lab, exposing the students to the authentic situations of language learning.
4. Induction of well qualified research oriented and committed teachers with national repute an opportunity to take the teaching and learning activities of the college to new heights.
5. Having its own website: http://www.snsinhacollege.com an opportunity to keep the students updated with the latest development in the college.

Institutional Challenge

1. How to enhance the infrastructure with limited resources?
2. How to make optimum use of the limited land available to the college?
3. How to increase the number of faculty members to ensure smooth teaching learning activities?
4. Find out alternative to the lack of lab instructors.
5. How to motivate and involve children who are mostly from semi-urban or rural areas and of deprived classes?
6. Creation of additional space – horizontal and vertical for research facilities and introduction of new courses.
7. Reducing the institutional dependence on carbon remitting energy sources within the prescribed budget.
8. Timely completion of infrastructural works.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Extension activities are also being undertaken to ensure social justice and empower underprivileged sections especially, women and children. The faculty members of psychology department are entrusted with activities.

The spectrum of curriculum contents in many subjects has been made applied and skill oriented with the application of innovative techniques such as on the job training, field studies/survey. This enhances the scope of knowledge in addressing the problems of society.

The institution keeps tab onto the developments taking place in the social environment, knowledge explosion and revolution in the information technology. Presently it is focuses its attention on the continuous review of the curricular of different subjects.

The board of studies (UG) regularly meet to review and redesign the courses, which are subsequently placed in academic council for approval.

The feedback received from the teacher, students, parents, alumni etc. through deliberations different academic bodies are utilized in the development of curriculum.

Teaching-learning and Evaluation

Institute always concentrate on ensuring development of students and this is possible only through effective system of teaching learning and evaluation. Learning and academic progress undoubtedly are key factors of any institution. Our institution to emphasises on using innovative teaching. In this context some very importants points have been highlighted below:

1. Average percentage of admit students from last five year is high in physics, history and psychology.
2. Institute follows all reservation policy and take admissions according to state government policy.
3. Admissions to institution are given purely on the basis of merit.After admission, students with weak competence level in language proficiency and computer awareness, etc., are provided with supporting programmes in various departments.
4. Only graduation classes are going on in institution in art, science and commerce faculty. Most of departments have regular teacher and new recruitment of teachers is expected.
5. Institution is providing e-resources through own website (www.snsclib.org) for students.
6. Learning is made student-centric through following ways:

Interactive teaching methodologies are adopted in the classrooms, Using ICT tools in the classrooms, providing library facilities for self – learning, Organizing seminars and debates.

1. Students career enhancement and stress reduction programmes are controlled by mentors of institution.
2. There are some efforts done by institution to improve innovation and creativity-Departments of College have improved their infrastructure, presentation facilities etc. Academic competitive events like quiz, debates, elocution, talk, etc., organized for the students.
3. Institution have great experienced faculty in different departments.
4. Most of the teachers have Ph.D. degree and have great research exposure.
5. The institution is very particular to ensure the transparency in the evaluation process. The internal evaluation process is transparent and it is maintaining strict confidentiality.
6. Ex Principal-Incharge of institution received precious three awards.
7. Institute have four teacher from other states. it makes institution rich in knowledge and culture.
8. Establishment of Students' Grievance Redressal Cell has significantly improved the functioning of examination section and effectively tackling the problems.
9. Three teachers have received national level fellowships.
10. Percentage of passed students is very high in each faculty of institution.

Research, Innovations and Extension

Our college is facing huge dearth of teaching and technical staffs. There is lack of research and consultancy infrastructure. The research and consultancy works in the college is very minimal and is limited to the in-house& enterprise – based project development in the vocational degree courses. However, our teaching faculties have published several research papers and articles in reputed National and International Journals. Here teaching faculties are also engaged in guidance for Ph.D. scholar's indifferent streams. The ICT facilities, laboratories, and infrastructural facilities to facilitate the research work are available inside the college campus.

Recently we have constituted a Research Committee and Development Cell to look after the potential research area and to carry out the research and development initiatives. We are also planning to create a Research and Consultancy Centre on getting substantial grant from the funding agencies that could initiate a proper guidelines and activities related to research and consultancy work in the college.

The college regularly conducts several extension activities such as Consequences of Tobacco Products, AIDS Awareness Program, programs under Clean India, NSS camps, Blood Donation Camps, etc. The college also organizes programs for guiding and counseling the people of rural areas on various aspects. These activities helps student to be responsible citizen and to serve for the development of the society.

Infrastructure and Learning Resources

1. The College provides adequate infrastructure facilities which are meeting not only the norms of regulating bodies but also satisfies functional needs. Some classrooms and laboratories are equipped with multimedia teaching aids. Laboratory equipments are as per the syllabus requirement.
2. Library having good collection of books and journal which fulfils the academic resources needs of the students as well as faculty members.
3. The College budget expenditure is approximately same as College income. The College management makes budget available to procure state-of-the art equipment useful for study.
4. The other supporting facilities such as playground, botanical garden and herbal garden are available in the campus.
5. The campus facilities are maintained through full-time staff members appointed by the parent organization as well as by maintenance contractors.

Student Support and Progression

The college does have an elected student council and the representatives of the students' council have been included in different committees of the college. The students Council members/ officials play very supportive role in matters of students' welfare and ensuring regular attendance of the students enrolled in the college.

The student Grievance and Redressal cell is quick to dispose of students' grievances and complaints. Usually it takes 4-7 days to dispose of a complaint, depending on the nature of the complaint. However, the complaints of sexual harassment are very rare in the college.

The college has a formal Alumni Association which is yet to be registered. However, in terms of activeness, its efforts are commendable. The association in its meetings has recommended valuable suggestions several of which have already been implemented by the college administration.

Governance, Leadership and Management

S. N. Sinha College, Jehanabad has very clear vision and mission to transform the college into a modern 21st Century institution. The institution practices decentralization and participative management. The Principal forms different committees and assign responsibilities to the staff to acquaint themselves with different functions of the college administration. The committees prepare action plans and submit these along with recommendation to the Principal. The committees carry out activities and the IQAC monitors and evaluates these activities periodically. The Principal convene departmental meeting, staff meeting and general meetings for feedback and review of the assigned duties.

The Library, Admission Section Office have been made fully computerized and office automation is under process The administration has evolved regular and continuous interaction with all its stakeholders through well

articulated bodies which work both horizontally and vertically through various committees of the college to ensure both formal and informal interactions with students.

In its 50th year of establishment, the college is preparing itself for a vibrant and challenging future. This includes organising training programmes for non-teaching staff and seminars and workshops for students and teachers.

To monitor effective and efficient use of financial resources, the college has a well-defined mechanism with the Bursar and the Accountant headed by the Principal. Regular auditing of college account is done both internally and externally. Till date there is no any major objections have been reported. The last audit is done in the year of 2018-19.

The Internal Quality Assurance Cell (IQAC) since its inception in May 2013 has been playing a pro-active role. The cell tries to ensure that the basic policy of the institution to impart quality education to the students and its mission are fulfilled. There have been several practices institutionalized as a result of IQAC initiatives.

Institutional Values and Best Practices

In its attempts to improve in all spheres, the college has adopted a number of best practices which have now been institutionalised as well. The first among such practices is "Improving the Teaching and Learning Process". Most of the teachers have adopted modern pedagogic styles and ICT in their classes. The academic committee along with the heads of different departments monitor the pace of coverage of the syllabus.

With a goal of creating ICT savvy workforce and Introducing ICT resources in day – to – day academic and administrative activities, a programme of 60 hours, spanning two months, has been introduced and made mandatory for all class of employees in the college. As a result, immense increase in the use of computing resources in day to day academic and administrative activities is being observed.

Another such practice is "Appreciation of meritorious students in Parent's Teacher's Meet". This special felicitation program which is a unique practice of our college is appreciated by the parents and students. This program motivates other students to put in their best.

One area distinctive to the vision and priority of the college is to modernize teaching and pedagogy (skill based learning) by incorporating ICT in our teaching – learning activities. As a result, majority of teachers deftly use this facility to make teaching learning activities enjoyable and very effective. The response of the students is very heartening. The regular and frequent use of ICT has made them aware of the vast avenues the ICT opens to them.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	S N SINHA COLLEGE
Address	NEAR RAILWAY STATION, TENI BIGHA, JEHANABAD
City	Jehanabad
State	Bihar
Pin	804417
Website	WWW.SNSINHACOLLEGE.COM

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Arjun Sharma	06144-8210738308	8210738308	06144-9431223375	snsciqac@gmail.com
IQAC / CIQA coordinator	Subodh Kumar Jha	06144-9430043373	9430043373	06144-8102271517	subodhkjha1962@gmail.com

Status of the Institution	
Institution Status	Government , Grant-in-aid , Self Financing and Constituent

Type of Institution	
By Gender	Co-education
By Shift	Regular Day

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details

Date of establishment of the college	16-02-1970

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

State	University name	Document
Bihar	Magadh University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	01-06-1980	View Document
12B of UGC	01-06-1980	View Document

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

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

Details of autonomy

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

Recognitions

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

Location and Area of Campus				
Campus Type	**Address**	**Location***	**Campus Area in Acres**	**Built up Area in sq.mts.**
Main campus area	NEAR RAILWAY STATION, TENI BIGHA, JEHANABAD	Rural	5	5200

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	**Name of Programme/Course**	**Duration in Months**	**Entry Qualification**	**Medium of Instruction**	**Sanctioned Strength**	**No.of Students Admitted**
UG	BA,Hindi	36	INTERMEDIATE	Hindi	90	69
UG	BA,English	36	INTERMEDIATE	English + Hindi	60	43
UG	BA,Urdu	36	INTERMEDIATE	Urdu	50	30
UG	BA,Pali	36	INTERMEDIATE	Hindi	50	0
UG	BA,History	36	INTERMEDIATE	English + Hindi	190	180
UG	BA,Political Science	36	INTERMEDIATE	English + Hindi	110	56
UG	BA,Economics	36	INTERMEDIATE	English + Hindi	100	30
UG	BA,Philosophy	36	INTERMEDIATE	English + Hindi	100	5
UG	BA,Psychology	36	INTERMEDIATE	English + Hindi	120	81
UG	BA,Sociology	36	INTERMEDIATE	English + Hindi	90	19
UG	BSc,Physics	36	ISc	English + Hindi	154	149
UG	BSc,Chemistry	36	ISc	English + Hindi	154	63

UG	BSc,Mathematics	36	ISc	English + Hindi	154	73
UG	BSc,Botany	36	ISc	English + Hindi	153	15
UG	BSc,Zoology	36	ISc	English + Hindi	153	72
UG	BCom,Commerce	36	ICOM	English + Hindi	672	86
UG	BCA,Bca	36	ISc	English + Hindi	90	45
UG	BBM,Bbm	36	ISc	English + Hindi	60	13
UG	BLibSc,Blis	12	INTERMEDIATE	English + Hindi	60	60

Position Details of Faculty & Staff in the College

	Teaching Faculty											
	Professor				**Associate Professor**				**Assistant Professor**			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				1				4				35
Recruited	1	0	0	1	4	0	0	4	5	2	0	7
Yet to Recruit				0				0				28
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				0
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				56
Recruited	27	3	0	30
Yet to Recruit				26
Sanctioned by the Management/Society or Other Authorized Bodies				9
Recruited	9	0	0	9
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				4
Recruited	3	1	0	4
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	0	0	4	0	0	3	2	0	10
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	2	0	0	2
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	6	1	0	7
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	9	4	0	13
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers									
Highest Qualificatio n	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

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

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	657	23	0	0	680
	Female	392	17	0	0	409
	Others	0	0	0	0	0

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

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	192	274	232	118
	Female	52	121	68	43
	Others	0	0	0	0
ST	Male	4	0	4	6
	Female	2	0	1	3
	Others	0	0	0	0
OBC	Male	314	524	472	411
	Female	178	343	303	263
	Others	0	0	0	0
General	Male	133	231	191	135
	Female	63	171	107	111
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		938	1664	1378	1090

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Extended Profile

1 Program

1.1

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

Response: 319

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

1.2

Number of programs offered year-wise for last five years

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

2 Students

2.1

Number of students year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
3746	3774	3504	3233	2237

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

2.2

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

2018-19	2017-18	2016-17	2015-16	2014-15
1305	1105	1105	1105	1105

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

2.3

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

2018-19	2017-18	2016-17	2015-16	2014-15
1342	1015	815	914	769

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

3 Teachers

3.1

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

2018-19	2017-18	2016-17	2015-16	2014-15
10	11	08	12	12

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

3.2

Number of sanctioned posts year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
39	39	39	39	39

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

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 13

4.2

Number of computers

Response: 86

4.3

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

2018-19	2017-18	2016-17	2015-16	2014-15
114.95	120.497	119.366	83.772	108.710

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

Planning

1. S. N. Sinha College, Jehanabad is a Constituent Unit of Magadh University, Bodh-Gaya. The responsibilities of processes, system and structure for curriculum design and development is on University. The college adopts the curriculum provided by University, taken from models of UGC curriculum.

2. At the commencement of each academic session the college IQAC, academic committee and other committees in consultation with heads of different departments under the Chairmanship of Principal prepare the academic calendar of the college in line with the academic calendar of the University.

3. The college takes it as a challenge to ensure effective delivery of curriculum within a limited time frame of academic calendar. The class routine is prepared in consultation with the departmental heads.

4. The departmental heads operationalize the curriculum by distributing the topics and chapters among the available resource potential of the teachers and fixed the responsibilities as who, how and when to be carried out.

5. The college has a goal to make it an institution of repute and unique at State and National level through curricular, co-curricular and extra-curricular activities with the mission and vision of the college.

Implementation

1. The college also takes as a challenge to implement and execute 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 implementation of the curriculum, co-curricular activities and other related activities are monitored by the Departmental Heads and academic committee, college IQAC and Principal.

3. The Principal conducts regular meetings with the Heads of the different Departments to develop different strategies for effective implementation of curriculum and encourages teachers to impart 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 encouraged to participate in the orientation / refresher courses / workshops and other training programmes for updating their knowledge and improving teaching skill.

5. The college encourages the teachers to conduct seminars / symposium / workshops / lecturer series and other interactive programmes in their respective departments.

6. The institution provides 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 Number of certificate/diploma program introduced during the last five years

Response: 0

1.1.2.1 Number of certificate/diploma programs introduced year-wise during the last five years

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

File Description	Document
Details of the certificate/Diploma programs	[View Document](#)

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 9.43

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

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

File Description	Document
Details of participation of teachers in various bodies	[View Document](#)

1.2 Academic Flexibility

1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years

Response: 0

1.2.1.1 How many new courses are introduced within the last five years

File Description	Document
Details of the new courses introduced	[View Document](#)

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

Response: 0

1.2.2.1 Number of programmes in which CBCS/ Elective course system implemented.

File Description	Document
Name of the programs in which CBCS is implemented	[View Document](#)

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

Response: 0.74

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
138	00	0	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	[View Document](#)

1.3 Curriculum Enrichment

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

Response:

The curriculum is reviewed regularly at the beginning of each academic year in the light of the needs and market requirements; career oriented subjects are incorporated to make it socially relevant and knowledge

intensive, it is updated as far as practicable every three years to cater to the requirement of the stakeholders. However, midterm review and modifications are also made as and when required to meet the emerging needs of the students.

There are some facilities in college

1. Stress reduce programme running in counseling cell as well as department of psychology.
2. Decision-making process and personality development programme is running effectively.
3. Strengthening Student teacher relationship after psychological training programme.
4. Yoga, meditation and more spiritual exercise are also enhancing mental peace and well being with help of spiritual training session in the college.
5. Department of Philosophy and the Department of Psychology organize orientation programmes time to time.

1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years

Response: 1

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 01

File Description	Document
Details of the value-added courses imparting transferable and life skills	[View Document](#)

1.3.3 Percentage of students undertaking field projects / internships

Response: 0.21

1.3.3.1 Number of students undertaking field projects or internships

Response: 08

File Description	Document
Institutional data in prescribed format	[View Document](#)

1.4 Feedback System

1.4.1 Structured feedback received from 1) Students, 2)Teachers, 3)Employers, 4)Alumni and 5)Parents for design and review of syllabus-Semester wise/ year-wise

Response: B.Any 3 of the above

File Description	Document
URL for stakeholder feedback report	[View Document](#)

1.4.2 Feedback processes of the institution may be classified as follows:

Response: B. Feedback collected, analysed and action has been taken

File Description	Document
URL for feedback report	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 0.14

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
22	0	0	0	2

File Description	Document
List of students (other states and countries)	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 54.23

2.1.2.1 Number of students admitted year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1089	1090	1378	1664	938

2.1.2.2 Number of sanctioned seats year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
2610	2210	2210	2210	2210

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

Response: 79.01

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

2018-19	2017-18	2016-17	2015-16	2014-15
812	844	1025	1067	742

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Response:

Admissions to institution are given purely on the basis of merit and this is executed through a centralised online process of applying, selection and admission updates. However, the information pertaining to the differential requirements of the student population - region, gender, caste, religion, and tribe - are solicited in the admission form supported with documents. This information is maintained by the institution. .

After admission, students with weak competence level in language proficiency and computer awareness, etc., are provided with supporting programmes in various Departments. Students from financial underprivileged background are provided with financial assistance like half and full waiving of the fee and Scholarships sponsored by State Government, State Minority Commission and some other Scholarships attached to the institution.

The Institution believes in students' overall development. For this, the departments running in the institution always organise special programmes such as personality enhancement programme, decision-making programme time to time. The Institution has faith in student centric teaching. For this purpose, teachers of institution assure that teaching style must be student friendly so that it is easily reachable for all categories of students.

2.2.2 Student - Full time teacher ratio

Response: 1873:5

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0

2.2.3.1 Number of differently abled students on rolls	
File Description	**Document**
Institutional data in prescribed format	View Document

2.3 Teaching- Learning Process

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

Response:

Learning is made student-centric through following ways:

1. Interactive teaching methodologies are adopted in the classrooms.

2. Using ICT tools in the classrooms.

3. Providing library facilities for self – learning.

4. Organizing seminars and debates.

5. Project based learning through which students get maximum exposure and freedom to improvise and innovate while displaying their multiple skills.

The institution encourages blended teaching and learning through web resources on certain topics, e-references provided by the faculty, power point presentations and e-journals.

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 70

2.3.2.1 Number of teachers using ICT

Response: 7

File Description	**Document**
List of teachers (using ICT for teaching)	View Document

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 121:1

2.3.3.1 Number of mentors

Response: 9

2.3.4 Innovation and creativity in teaching-learning

Response:

There are some efforts done by institution to improve innovation and creativity.

1. Different Departments have improved their infrastructure and presentation facilities etc.

2. Academic competitive events such as quiz, debates, talk, etc., organized for the students in their classes.

3. These innovative approaches/methods/practices encourage and motivate the students.

4. Such innovations are also evaluated through the impact that these make on the students' performance. Teachers involved in innovations are given due acknowledgements in the annual report etc. The teachers also gain points in their API for the innovations they make.

5. Teachers playing leading roles in the development of new learning methodologies or innovative ways of interaction in the academics emerge as star performer of their department or field and enjoy respect from the students, fellow faculty members and peer groups.

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 25.5

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	[View Document](#)

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 85.7

2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
8	9	8	10	10

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	View Document

2.4.3 Teaching experience per full time teacher in number of years

Response: 34.7

2.4.3.1 Total experience of full-time teachers

Response: 347

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

Response: 9.43

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

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

File Description	Document
Institutional data in prescribed format	View Document

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 4.1

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
04	4	0	0	0

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	View Document

2.5 Evaluation Process and Reforms

2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

Response:

In the following ways, the stakeholders of college are informed about the evaluation schedule and process.

1. The evaluation schedule and process are provided to all departments for further reference and student intimation.

2. The faculty members also intimate and discuss the evaluation guidelines to students.

3. In college level evaluation, the instructions are provided to the teachers and students 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. Class room tests, quiz, debates, exercise and other evaluative tests are conducted internally that has 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 internal college level evaluation reforms are effectively implemented by the institution and ensured by the concerned HOD and IQAC.

Formative approach:

1. Tests conducted in classroom during a particular session include solving exercises, and Interactive Question – Answer session.

2. In vocational courses, practical training on project development and Report Writing is also imparted.

Impact on system:

We observed two major impacts of the approaches adopted by the college

a) Students did well in their final exams and felt confident during exam periods

b) Some of the students in vocational courses developed and submitted remarkable projects in their final examination.

Summative approach: the affiliating University conducts final exams.

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Response:

The institution is very particular to ensure the transparency in the evaluation process through its acts and statutes formulated for the purpose. The standard norms, acts and statutes are not violated rather strictly adhered in each and every evaluation process.

The Institution also gets opportunity to centralised evaluation of written answer scripts, the examiners are strictly warned to maintain confidentiality of the evaluation and the premises is made out of bound to ensure that no examinee or persons ever try to influence the evaluation process at the centre. This is ensured with the help of evaluation centre administration as well as civil administration and police if the need be.

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

Response:

The final exam is conducted by the affiliating University and the affiliating University provide following mechanisms for grievance redressal.

1. Students can complain to the University Control Office for any discrepancy in their marks obtained.

2. Re-calculation and/or Re-evaluation request can be generated by the students and the same is done within a week.

3. If copy of answer script is requested by the student, the same is provided on a minimal re-evaluation fee.

4. Grievance Redressal Cell helps students in this regard apart from administrative help.

If any discrepancy or problem related to examination is reported to the Controller's office, the redressal of the grievances is made quickly through a Students' Grievance Redressal Cell headed by the Additional Controller of Examinations.

Establishment of Students' Grievance Redressal Cell has significantly improved the functioning of examination section and it effectively tackles the problems.

2.5.4 The institution adheres to the academic calendar for the conduct of CIE

Response:

With conformity of the academic calendar prepared and issued by the affiliating University, the college prepares the Academic plan. The teaching/session plan is submitted to the IQAC and Principal of the

college.

1. Each department of the college prepares its own unit – wise lesson plan based on the academic calendar. The lesson plan is strictly followed and alteration is made, if necessary as per recommended by IQAC and Principal.

2. The progress of the lesson plans is also reported to the IQAC and the Academic Committee of the college at specified intervals.

3. A meeting is organized by the Principal with the HODs and teaching faculties of every department before the commencement of the teaching session and the teaching faculties are instructed to follow the teaching plan strictly and smoothly.

4. Several departments in the college are running without the permanent teachers. For such departments, the college arranges Part-time and/or Guest Teachers to run the course and complete the syllabi successfully in accordance with the lesson plan designed.

5. We also provide opportunity for the local scholars to provide special lectures for the students.

6. The test papers are usually distributed to the students so that they can view and analyse their strong and weak points.

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 on website and communicated to teachers and students

Response:

The learning outcomes are presented formally and informally to the students, teaching faculties and non – teaching staff. There are various mode adopted for this purpose.

These are:

1. Copies of result sheets are affixed on the notice boards and toppers are especially highlighted.

2. Admission notices and advertisements in newspapers on different occasions also reflect the learning outcomes. For the last two years the college also co-hosting *Pratibha Samman* programme which is hosted by a leading Hindi daily in Bihar, namely 'Prabhat Khabar'.

3. Learning outcome contents is ensured during Press briefing of college in any magazine or new paper.

4. During college meetings, learning outcomes are discussed.

To achieve desired outcomes, following strategies are used in teaching, learning and assessment.

1. Timely delivery of course curriculum according to lesson plan.

2. Use of innovative teaching aids.

3. Visual explanations of course curriculum

4. Class room internal tests, classroom question–answer sessions, project development in vocational courses, providing training for viva – voce, etc.

5. Ensuring attendance in classroom lectures.

6. Well structured, computerized and OPAC enabled central library.

7. Seminars conducted exclusively for UG students by different students.

8. Installation of Smart Board (Limited numbers)

9. Revision and extra classes for weak and slow learners.

The achievements of learning outcome is monitored and ensured by the following bodies in college.

a) IQAC

b) Academic Committee

c) Principal

The following parameters are used by them to monitor and ensure achievement of learning outcomes:

i. Marks obtained in internal class tests.

ii. Performance recorded in Question – Answer sessions.

iii. Performance also recorded in debate, seminars, etc.

iv. Informally we also monitor performance of students in their viva – voce during their final exams in the 1st and the 2nd year conducted by externals in particular subjects involving practicals.

v. Attendance of students is also taken into account.

The data based on above mentioned points are analysed and compiled to get any missing element in teaching and learning process and thereafter plans are framed for further actions.

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

The following techniques are usually adopted by the individual teacher:

1. Unit test of a particular paper conducted by individual teacher.

2. Question – Answer session on a particular topic.

3. Group Interaction in classroom.

4. Objective type tests on covered topic.

Harmony: We organize lectures on spiritual knowledge and the attendance of students in such sessions is ensured.

Leadership: We also conduct discussion and session on leadership quality and its importance either through our curriculum structure or by organizing special event.

Disciplined: Discipline is one of the most important attributes ensured at the graduate level.

Subject Knowledge: Proper subject knowledge is ensured by providing timely and quality course curriculum transaction.

Intelligence: We encourage the UG students to participate in seminars, group discussion, classroom interaction and social activities for this purpose.

2.6.3 Average pass percentage of Students

Response: 98.39

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 1281

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 1302

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 2.08

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

Response: 0

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

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

File Description	Document
List of project and grant details	[View Document](#)

3.1.2 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

Response: 0

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

3.1.2.2 Number of full time teachers worked in the institution during the last 5 years

Response: 51

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

The institution is yet to create an ecosystem for innovation including incubation centre and other initiatives for creation and transfer of knowledge. Though the faculty members are empowered/ motivated to take up research activities utilizing the existing facilities. The college needs to improve its Research and Development Cell to monitor and address the issues of research. Its principle functions are:

· Creating research culture among faculty members and students.

· Motivating to undertake minor and major research projects from various funding agencies.

· Identification and seeking assistance for finance from Management as well as funding agencies such as DRDO, DST and AICTE.

· Guidance for publication of papers/articles in reputed journals as per UGC norms.

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 2

3.2.2.1 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

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

File Description	Document
List of workshops/seminars during the last 5 years	[View Document](#)

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: Yes

File Description	Document
Institutional data in prescribed format	[View Document](#)

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: No

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

Response: 0

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

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

File Description	Document
List of research papers by title, author, department, name and year of publication	[View Document](#)

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

Response: 0.09

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

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

File Description	Document
List books and chapters in edited volumes / books published	[View Document](#)

3.4 Extension Activities

3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

The institution promotes institution – neighbourhood – community network through its NSS unit. The NSS volunteers remain in constant touch with the villagers, people of slum areas and deprived people for their betterment. A number of programmes are organized by the NSS unit every year. Some of the prominent programmes carried out by the NSS unit are:

· Conducting Health Awareness Programmes on Cancer, sexually transmitted disease (STD), consequences consuming tobacco products, cleanliness, etc.

· Organizing health check-up camps for student, faculties, staff and people of the neighbourhood.

· Organizing Plantation & Gardening campaign inside campus as well as outside the campus.

· Conducting outdoor and indoor games.

· Programmes on ecological equilibrium and ecology sensitization.

· NSS unit organizes Blood Donation Camp.

- NSS has also adopted two villages and working for their development

· Important Days are observed with the students and local people such as International Women Day, Independence Day, Republic Day, No Tobacco Day, World Environment, Teache's Day, International Yoga Day, Pollution Control Day etc.

· NSS also organized camps on social relevance inside college campus.

The NSS Coordinator and college administration encourages students to participate in the programmes organized by the NSS unit; especially students from SC, ST and Girls are highly promoted to be part of such programmes.

Besides, every department of the college is also involved in organizing some sorts of programmes under the institutional social responsibility. Some of the conspicuous programs are:

· Providing free tutorial classes to the rural students.

· Conducting Programmes in Swachh Bharat Abhiyan.

· Voter Awareness Programme

Aids Awarness Programme

Programmes related to girl child such as Beti Bachao Beti Padaho and Against Child Marriage Dowry System etc.

Programmes related to general awareness (Anti Smoking, Cleaniness Drive etc.) in two adopted villages (Kinari and Timberpur)

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 0

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

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

File Description	Document
Number of awards for extension activities in last 5 years	[View Document](#)

3.4.3 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 last five years

Response: 12

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

2018-19	2017-18	2016-17	2015-16	2014-15
5	03	1	02	01

File Description	Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	[View Document](#)

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 0.05

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

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

File Description	Document
Average percentage of students participating in extension activities with Govt. or NGO etc.	[View Document](#)

3.5 Collaboration

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

Response: 0

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

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

File Description	Document
Number of Collaborative activities for research, faculty etc.	[View Document](#)

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 2

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

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

File Description	Document
Details of functional MoUs with institutions of national, international importance,other universities etc during the last five years	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

The College provides good infrastructure, which are meeting not only the norms of regulating bodies but also satisfies functional needs.

The college is situated on a sprawling approx. 5 acres of green campus with built up area of 5200 Square meters. The state of the art infrastructure augments learning and promotes a good teaching – learning environment. Total 13 classrooms, 5 laboratories, two computer labs, 1 library, 1 auditorium, 1 administrative building, two reading rooms (one for the teachers and the other for the students), one E-library unit, one language lab, small playground and botanical garden are available in the campus. Some classrooms are equipped with multimedia teaching aids. Some departments have laboratories, which is equipped with required experimental setups. Whenever additional course is started or if curriculum needs arise, it is ensured that required physical infrastructure is available in time. Regular classroom and laboratory sessions are conducted five days a week on Saturday laboratories and classrooms are available for additional lectures, tutorials and laboratory sessions resources are shared across departments whenever needed. BCA department has computer laboratories, which are utilized for on-line examinations, aptitude tests, project development and competitions by students of the departments. The common facilities like auditorium can be used for conducting guest lectures, training, conferences and workshops. Playground and sports facilities are accessible to all the students.

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

Response:

To promote interest in the sports and cultural events, the college encourages students by providing adequate budget and resources.

Facilities for sports Activates:

College has a playground of approx 0.5 acres. The ground has many sports facilities such as, volleyball, handball, kabaddi, KhoKho, cricket, basketball and athletics. For   any big even of football and Cricket the playground facility at Gandhi Maidan, Jehanabad is used.

Apart from outdoor games, college has made provisions of indoor games such as table tennis, carom, chess etc.

Specialized coaches are appointed to train the students participating in various zonal, all India and inter-university level tournaments.

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

Response: 30.77

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 04

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	[View Document](#)

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 5.54

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
00	19.65	5.08	1.16	6.24

File Description	Document
Details of budget allocation, excluding salary during the last five years	[View Document](#)

4.2 Library as a Learning Resource

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

Response:

The library has an advisory committee that plays a vital role in designing policy matters / decisions for smooth running of the library. Significant initiatives implemented by the library committee are:-

- Open access system
- Digital library access from anywhere
- Orientation programme for first year students
- Recognition to the most active student borrower
- Email alerts for staff and students on new arrivals

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Library has a reading room with 80 seating capacity. Working hours 10:00 am to 5:00 Pm. digital Library section and reprographic facility section are available.

There is prominent display of clearly laid out floor plan for easy access to the library. All bookcases are provided with adequate signage. Library follows open access system to book collection.

Library functions such as acquisition, cataloguing, circulation, and serial control are automated using the software AutoLIB Version 1.0.0.0. Computers in the library are connected through the LAN for information access as well as management . A total of 20 computers and 1 networked printer with reprographic and scanning are available in the library. Internet band width speed is 10 mbps.

Every machine in the campus is provided with internet access; students can download e-books content as well as journal articles from any machine in the campus. Printout facility is available in all laboratories as well as in library.

Faculty members and students can access various resources such as e- journals, e-books, video lectures etc. The library staff provide assistance in searching database.

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

SN	BookTitle	Author	
1	AABAROO DRAMA	ABHIMANYU KUMAR	
2	AANJNEY AVAM ANYA AIKANKI	KUNWAR PRAKASH SIN	
3	AARTI	JAGDIP NARAYAN	
4	ADMI AUR PAISA	HIMANSHU SRIVASTAV	
5	ANTRIKSH MANDIR	VLADIMIR GUBAREB	
6	ATAL VRAT	YOGENDRA NARAYA RASAL	
7	BAAJ AIYLI	SURESH DAT MISHR	
8	BANDH AUR DHARA	SRI NAVAL KISHOR DV	
9	BANSURI BAJTE RAHAL	ARUN KUMAR SINGHA	
10	BHASHA BHUSHAN	VISHWANATH PD MISH	
11	BICHHAUNTIYA	TAIYAB HUSSAIN PEED	
12	BODH	DR ISHWAR CHANDRA	
13	DARD DESH KA	DR SAUDI MANDAL	
14	ELEANOR ROOSEVELT	ALFRED STEINBERG	
15	GAMBALI	SUSHIL	
16	GAYAB HAI PRAKASH	SWARN KIRAN	
17	GIRAIT BHITTI UTHAIT BHITTI	VISHWANTH MISHRA P	
18	HIND KI JAY KAHO	BHUPENDRA MISHRA S	

19	JAI BANGALA DESH	UPENDRA VIDHALANKA
20	JAWAN BHOJPURIA DRAMA	SHEE NIWAS MISHRA
21	KAIKEYIKA ANTARDWAND	SRI UMESHJI
22	KALIDAS KAVYAMTAM	RAMLAKHAN SHARMA
23	KIRANMAL	SURYA KR SHASTRI
24	LUVHARI KUSHHARI	MANIPAD
25	MAHA MANVER SAGAR TIRE	BABU RAMSINGH LAMO
26	MAHAKVI VIDHAPATI	RAJESHWAR JHA
27	MANAS-AVTARAN	CHATURBHUJ
28	MARYADA KI VEDI PAR	YOGENDRA NARAYA RASAL
29	PAHALA VIDROHI	VINAY
30	PALKI	ANIL KUMAR
31	PANCHANGA	SURENDRA PRASAD JA
32	PRASUN	DR.SHIVVANS PANDEY
33	RANGDRISHAY	RADHA KRISHAN SAHA
34	ROBIN SHAW PUSP KI KAHANIYAN	SHREE KANT JHA
35	SANDHAN	ASHOK
36	SANGH-VRIKSH KE BEEJ DR. KESHAVRAV HEDGEVAR	CHANDRASHEKHAR BHISHIKAR
37	SATWIN BETI	SHRI MADHUKAR GANG
38	SATYA HARISHCHANDRA NATAK	KRISHNA DEV SINGH
39	SAVITRI-SATYAVAN	MAHAKAVI LAL DAS
40	SIRAJUDDAULA	CHATURBHUJ
41	SWATANTRA BANGLA DESH	SHIV DAYAL SINGH
42	TAPU KA TARJAN	MANOJ
43	THE CASTLE OF ADVENTURE	ILLUSTATED BY STUAR

4.2.3 Does the institution have the following:

1. **e-journals**
2. **e-ShodhSindhu**
3. **Shodhganga Membership**
4. **e-books**
5. **Databases**

Response: C. Any 2 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	[View Document](#)

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 0.44

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
0.36	1.46	0.013	0.066	0.2777

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	[View Document](#)

4.2.5 Availability of remote access to e-resources of the library

Response: Yes

4.2.6 Percentage per day usage of library by teachers and students

Response: 2.8

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 105

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

The college has constituted a computer science cell to supervise and ensure maintenance of standard on IT services network security, Risk management, computer literacy etc. Students participate in resources sharing networks/ e- learning through internet Wi-Fi system. Access to online teaching and learning e-resources by net browsing use of ICT tools for teaching , use of teaching methods by the use of CDs/ software / interactive multimedia tools , e- library , internet & Wi-Fi facility etc. by the faculty have improved the quality of learning.

4.3.2 Student - Computer ratio

Response: 248:23

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)

Response: 5-20 MBPS

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

Response: No

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

Response: 8.25

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

2018-19	2017-18	2016-17	2015-16	2014-15
11.33	8.33	6.88	6.27	12.23

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document

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

Response:

The infrastructure facilities, services and equipments are maintained by Govt. agencies. Minor repair are done at the college level.

The campus has one botanical garden and a regular staff of the college maintains the entire campus along with six security personnel who are deputed round the clock.

The college has very smooth business relations with Allahabad Bank and Punjab National Bank which are closeby. These banks meet various transactions of the institution, staff and students on the priority basis. The Central Bank of India also play very supportive role. These banks at times temporarily operate some of the functions in the college premises.

The post office to is very close to the college and it caters to the needs of the students and staff of the college.

Safe drinking water is made available to students and staff in different departments, office, common room and library.

The college library functions six days a week from 10:00 am to 5:00 pm. the ratio of library books, to number of students enrolled is 3415.

Criterion 5 - Student Support and Progression

5.1 Student Support

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

Response: 6.43

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

2018-19	2017-18	2016-17	2015-16	2014-15
377	00	301	170	184

File Description	Document
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	[View Document](#)

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 0

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

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

5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching
5. Language lab
6. Bridge courses
7. Yoga and meditation
8. Personal Counselling

Response: E. 3 or less of the above

File Description	Document
Details of capability enhancement and development schemes	[View Document](#)

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 0.93

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

2018-19	2017-18	2016-17	2015-16	2014-15
92	83	0	0	0

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	[View Document](#)

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

Response: 0

5.1.5.1 Number of students attending VET year-wise during the last five years

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

File Description	Document
Details of the students benifitted by VET	[View Document](#)

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

Response: Yes

File Description	Document
Details of student grievances including sexual harassment and ragging cases	View Document

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 0.04

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

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

File Description	Document
Details of student placement during the last five years	View Document

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 21.24

5.2.2.1 Number of outgoing students progressing to higher education

Response: 285

File Description	Document
Details of student progression to higher education	View Document

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 0

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

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

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
23	0	28	0	0

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years	View Document

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) during the last five years.

Response: 3

5.3.1.1 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-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1	01	01	00	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	View Document

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

There is an elected student council in the college. The last election was held in 2018. The representatives of the students' council have been included in different committees of the college; e.g. Development and Building committee, Teachers' Parents committee and Alumni committee. The students Council members/ officials usually approach the college administration with their demands and the later takes suitable actions to meet the genuine demands. Recently three new RO plants have been installed for the students considering there demand. The council also plays important role in encouraging the students to be regular in attending the classes and other activities of the college.

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 2

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

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

File Description	Document
Number of sports and cultural activities / competitions organised per year	[View Document](#)

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

Yes, the college has a formal Alumni Association and the meeting of the same is held at regualr intervals. We are trying to get this association registered shortly. The association in its meetings has recommended valuable suggestions such as enhancement of teachers' quality by getting involved in research oriented works and activities., appointment of teachers to lessen undue load to existing teaching staff, developing ICT facilities in the campus, organizing seminars and talks for the benefit of teachers & students.

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

Response: <1 Lakh

File Description	Document
Alumni association audited statements	[View Document](#)

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Response: 1

5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1	00	0	0	0

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years.	[View Document](#)

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

VISION

The Vision of S. N. Sinha College, Jehanabad is to transform the college into a modern 21st Century institution. To achieve this we visualise to:

1. Build a positive image and reputation for the college with all role players and stakeholders.
2. Promote innovation and improve quality of life by responding to local, national and social needs.
3. Give academic freedom to all the staff and students to engage into intellectual discourse and critical enquiry without fear and favour.
4. Make the college student-centric centre of learning, and therefore Modernize teaching and pedagogy (skill based learning) by incorporating ICT in our teaching – learning activities
5. Hard work for capacity building of students, teachers and officers alike.
6. Provide additional care to the differently- abled and women.
7. Measures to curb sexual harassment and to empower these vulnerable sections of the society.
8. Focus on careful stewarding and enhancing of resources entrusted to the institution.
9. Guarantee for prudent management of the college resources

MISSION

The college aims at:

1. Enlighten the rural masses and the weaker section of the society with the wealth of knowledge.
2. Activating thirst of learning among students.
3. Equitable access to quality higher education in certificate and Graduate studies.
4. Benefitting students from the latest advances of education.
5. Service to society and the nation is the college's obligation and to share the benefits of its knowledge for the public good is its foundational ethic.
6. Creating an institutional environment where the creativity of all individuals can thrive.
7. Developing the intellectual, moral, and practical foundations among students.
8. Guiding students so that they become great academic leaders.
9. Nurturing human values among students.

6.1.2 The institution practices decentralization and participative management

Response:

1. The Principal is the chief academic administrator of the college. Principal holds frequent meetings of the Heads and faculty members to discuss various academic issues and policy matters in an attempt to ensure

practicing of decentralization and participative management processes.

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 Principal forms different committees and assign responsibilities to the staff to acquaint themselves with the different functions of the college administration. The committees prepare action plans and submit these along with recommendation to the Principal.

4. The committees carry out activities and the IQAC monitors and evaluates these activities periodically. The Principal convene departmental meeting, staff meeting and general meetings for feedback and review of the assigned the duties.

5. There are various committees to assist the Principal in day-to-day administration. The administration is proactive, participatory and student centric. Hence, the togetherness prevails on the campus.

6. Modern teaching aids have been provided to all the departments. Central Library has been enriched with books and journals.

7. Visiting lectures, seminars and participation in refresher / orientation courses have been encouraged. Departmental meetings and Heads meetings are regularly held to discuss academic improvement.

8. The Library, Admission Section and Accounts Office have been made fully computerized.

9. The administration is proactive, participatory and student centric. During the last two decades, the college has developed into the most prestigious institution of Bihar. Initiatives are taken at different levels for development of the institution.

10. Being the chief functionary, administrator, academic guide and manager of the institution, the Principal plays a dynamic role in improving infrastructure, providing required academic facilities, implementing new programs and making available new teaching – learning resources for all-round development and quality sustenance.

11. The college has well developed mechanism to do so, such as the management information system. There is continuous assessment and evaluation at all levels. The administration from time to time introduces newer innovations in management system and monitors its successful and effective implementation.

12. The administration has evolved regular and continuous interaction with all its stakeholders through well articulated bodies which work both horizontally and vertically through various committees of the college to ensure both formal and informal interactions with students.

13. The performance of different committees is judged and appreciation is given to the best working.

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

Yes, the college has been tirelessly engaged in the task of creating a long and illustrious lineage of men/women achievers in every field of life. Today, as the college enters its 50th year, it looks back on a glorious, star-studded past and prepares itself for a vibrant and challenging future. For further academic growth and infrastructure development of the college, the members of the management consider several factors while making future plans. The factors they keep in mind are as follows:

- The changing scenario in the field of Education.
- Achievement of Men/Women in every sphere of life.
- The ever increasing number of students.
- The needs of the students.
- The needs of the society.

The college considers the aspects for inclusion in the plan:

- Developing the college into a centre of education with Potential of Excellence.
- To construct an auditorium with state of the art seating, sound and light system so that National & International level Seminars / Conferences / Symposia are organized.
- To develop a good sports facility.
- To start P.G. courses and several agro based vocational courses
- To organize more community development work.
- To start statutory Professional Regulatory Council's recognized courses such as B.Ed, MCA, MBA, M.LIS etc.
- Celebrating Golden jubilee of the establishment of the college on a large scale.

Efforts to create consciousness and management of solid and bio disposable wastes. Plantation of medicinal plants.

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

The college has full-fledged internal organisation structure for decision making over issue related to departments, all the departments have been given autonomy to plan, manage, co-ordinate & review the academic calendar, assignment to teachers, internal arrangement and needs assessments.

The college has the following organizational setup

Principal – the executive head

Bursar -   the financial advisor

Various committees in the college

Department Head

Proctor -   Responsible for maintaining discipline in the college.

6.2.3 Implementation of e-governance in areas of operation

1. **Planning and Development**
2. **Administration**
3. **Finance and Accounts**
4. **Student Admission and Support**
5. **Examination**

Response: C. Any 3 of the above

File Description	Document
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	[View Document](#)

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

Different committees of the college submit their recommendations for development and progress. The College Development Committee prepares a draft perspective plan after discussing the recommendations and suggestions obtained from different committees and individually from students and staff. The draft plan is finally placed in the meeting of the Heads under the chairmanship of the Principal to finalize the Perspective Institutional Plan.

Student feedback is taken by the principal, analysed and is finally addressed to the teachers. Various committees are formed as per the directives of the university. The committees are formed from time to time, according to felt needs.

The college constituted different committees such as

1. Building and Development committee
2. Advisory committees
3. Public Relation
4. Admission Committees
5. Proctorial Board
6. Women and Sexual harassment
7. Anti-ragging

8. Academic Activities
9. Garden and campus
10. Student union
11. Scholarship
12. Women Cell
13. Medical
14. Time table
15. Athletic Society
16. Magazine
17. Career Counselling
18. Examination

The college management reviews the performance appraisal reports and addresses the stakeholders for necessary improvement.

6.3 Faculty Empowerment Strategies

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

Response:

Since this is a constituent college of Magadh University, Bodh Gaya the welfare scheme for teachers and non-teacher are available at university level. The college has an Employee Welfare Account run by monthly contribution of the employees. The account is operated by the University authorities and financial support as loan is given to the employees at the recommendation of the college when they need it. The amount given as loan is deducted in instalments as per their convenience.

The teaching staff is encouraged to attend seminars, workshops, training programmes etc. by granting them duty leave and other incentives as and when required.

As per their occupational requirements, they also do refresher and orientation courses and remain updated in knowledge about their respective subjects.

For non-teaching staff the training programmes such as computer training, drafting skill training and for lab demonstrators the technical training are ensured.

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

Response: 4

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

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

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc. during the last five years	[View Document](#)

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

Response: 0.4

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

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

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	[View Document](#)

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

Response: 8

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

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

File Description	Document
Details of teachers attending professional development programs during the last five years	[View Document](#)

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

Every faculty has to submit a Self Assessment Form reflecting the information pertaining to the publications, seminars/symposia/conference attended, papers presented, and lectures delivered, research activities done and major/minor research projects completed by them. The same is evaluated at the time of promotion by principal of the college and recommended to the promotion committee constitute by Magadh University.

The performance appraisal system for the teaching staff is in line with the performance appraisal system followed by the Magadh University. The outcome is reviewed by the management and is communicated to the faculty as necessary.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

Yes, The institutions conducts internal and external financial audits regularly.The accounts are internally audited by the auditor appointed by the university for 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 have been reported. The last audit is done in the year of 2018-19.

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

Response: 1.04

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0.025	0.5667	0	0.45

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	[View Document](#)

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

Response:

To monitor effective and efficient use of financial resources, the college has a well-defined mechanism with the Bursar and the Accountant headed by the Principal. To satisfy the needs of the college, funds are allocated or grants are applied for as per UGC schemes. Proper procedure for purchases is adopted. Quotations (minimum three) are invited and after comparing the prices, the lowest quotations are approved. Other grants are utilized as per guidelines offered by the university/UGC authority. The college accounts are regularly checked by external audit system.

The major sources of the college receipts are the salary and contingent amounts from the University in every month. The tuition fee and other developmental fee received from the students are deposited to the University Account. The grants received from UGC under various schemes and the State Government for developmental purposes are utilised at the college level.

The financial resources are monitored by the institution with the involvement of stakeholders i.e. UGC, University, state government.

6.5 Internal Quality Assurance System

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

Response:

The Internal Quality Assurance Cell (IQAC) has been working in the college since 02/05/2013. The Cell has been playing a pro-active role. The cell tries to ensure that the basic policy of the institution to impart quality education to the students and its mission are fulfilled. The IQAC as a matter of policy acts independently and it visits all the departments from time to time and gives proper suggestions.

The suggestions are communicated to the concerned departments. The IQAC keeps itself in touch with the students and takes feedback. It communicates suggestions received. The IQAC Communicates through the Principal.

There have been several practices institutionalized as a result of IQAC initiatives. One practice is organising seminars and workshops exclusively for the students by each department at regular intervals and keeping proper documentation of the same.

The second major practice that has been institutionalised as a result of IQAC initiative, is maintaining a proper feedback system involving all the stakeholders as far as practicable.

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

Response:

1. Academic calendar, academic lesson plan and examination schedule (by the Magadh University, Boddh Gaya) is prepared at the beginning of the session and shared with the students.
2. The head of every department reviews the progress and takes corrective measures such as arranging extra classes as necessary & extra-curricular activities in the department.
3. The examination results are reviewed to assess the quality of teaching.
4. The admission data is analyzed and reviewed every year.
5. Feedback is taken from all stakeholders for various analysis. Suitable recommendations are made to the management if required.
6. The college website is regularly updated with all sorts of notifications and developments/activities pertaining to the administrative and academic matters for the different internal and external stakeholders. Besides the college prospectus, students' and teachers' notice boards are the other means of staying connected with our stakeholders.
7. An exhaustive and comprehensive Annual Report serves as an important tool to apprise the members of the Staff Council and the Magadh University, Bodh Gaya of the functioning and performance of the college.
8. At the commencement of the new academic session, an orientation programme for the fresh batch of students is organized by the college wherein the Principal introduces the students to the rules, regulations, and facilities at the college, and the quality assurance policy.

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 0.2

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

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

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	[View Document](#)

6.5.4 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements**
2. **Academic Administrative Audit (AAA) and initiation of follow up action**
3. **Participation in NIRF**
4. **ISO Certification**
5. **NBA or any other quality audit**

Response: D. Any 1 of the above

File Description	Document
Details of Quality assurance initiatives of the institution	[View Document](#)

6.5.5 Incremental improvements made during the preceding five years *(in case of first cycle)* **Post accreditation quality initiatives** *(second and subsequent cycles)*

Response:

The college submitted its Letter of Intent (LOI) on 3rd January 2014 and Institutional Eligibility for Quality Assessment (IEQA)on 1st August 2014. However, the latter was rejected with suggestions for improvement. Following the suggestions, following incremental improvements were amde:

- A new large room was built for accommodating books of the library and the old adjoining hall was converted into students' reading room. Similarly, separate arrangements were made for E-library and teachers' Reading room. Adequate furniture was purchased for better seating facilities in the reading rooms. Library automation was another important task done in these five years.
- Ramp facility was provided in the administrative building, Arts building, library and the ground floor of the science building.
- Toilet facilities were improved either by renovating the old ones or by making the new ones.
- Repairing and painting of the college building has been done.
- Auditorium was renovated and made suitable to organise all cultural and scholastic programmes in the college.
- Principal's chamber and the chamber of the IQAC were renovated
- AC facility was provided in most of the sections and/or department of the college.
- Add-on courses were introduced for the students of the college.
- ICT training was provided to all the faculty members and the non-teaching staff.
- All department heads were motivated to organise seminars and workshops and file reports of such programmes.
- All faulty members were encouraged to take part in seminars, conferences and workshops
- Online admission procedure has been adopted for the last three years.
- Students in all streams have been encouraged to take parts in sports and scholastic activities.

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 3

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

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

File Description	Document
List of gender equity promotion programs organized by the institution	[View Document](#)

7.1.2

1. **Institution shows gender sensitivity in providing facilities such as:**
   1. **Safety and Security**
   2. **Counselling**
   3. **Common Room**

Response:

Safety and Security:

1. The campus is under the surveillance of CCTV cameras which ensures 100% safety in terms of theft and any form of vandalism. CCTV restricts the students from indulging themselves in disruptive behaviour.
2. The college has a health care centre which provides special focus to the good health hygiene of the students and the staff by an appointed visiting physician twice a week on working days. The Physician examines the health of the students and orients them on maintaining sound health.
3. No outsider is allowed to enter in our college. ID cards are mandatory for students for their entry into the college. Security guards are deployed preventing the outsides from entering the college.

Counseling:

1. There is a gender sensitization and women empowerment cell in the college. It organizes gender equity promotion program and looks upon grievances, complaints regarding any discrimination related to gender.

2. It is a fact that there are biological differences between women and men which dictate a difference in social roles and personality and these differences reinforce the notion that men are physically stronger and superior over women. These perception and understanding of socio-economic and cultural factors play roles in sex based discrimination.

3. The cell creates awareness programs through lecturers, seminars, talks, workshops, debates etc. It also facilitates gender sensitive environment, enabling women and men to maximum of their potential in equal way.

4. The cell also tries to make a form for open dialogues and discussion on gender issues. It also deals with cases of sexual, psychological, emotional and physical harassment.

Common Room: There is a girl's common room with all the facilities in the college.

7.1.3 Alternate Energy initiatives such as:

1. **Percentage of annual power requirement of the Institution met by the renewable energy sources**

Response: 8.33

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

Response: 100

7.1.3.2 Total annual power requirement (in KWH)

Response: 1200

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	[View Document](#)

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

Response: 8.33

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 10

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 120

File Description	Document
Details of lighting power requirements met through LED bulbs	View Document

7.1.5 Waste Management steps including:
- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

Response:

Solid Waste Management

- Use cloth bag instead of plastic.
- Don't use bottled drinks
- Burning of solid wastes at high temperatures until the wastes are turned into ashes
- Keeping the Dustbin on each departments of the college.
- Also Municipal Corporation of Jehanabad collected the waste materials from dustbins regularly.

Some of the steps taken to for liquid waste management as follows:

- All drums, containers and tanks that contain liquid waste are clearly labelled to identify their contents, and lids or caps are secure.
- locating all drains at your premises and knowing where they discharge to
- identifying the drains that are connected to the storm water system and ensuring that only uncontaminated rainwater enters them

There is no proper mechanism or steps are used for managing the E-Waste. Most of E-Waster items is reusealbe as like refilling of printer catridge and repairable computer items is used if any type of repairing need in the IT equipments.

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

Rainwater harvesting is a technology used for collecting and storing rainwater for human use from rooftops, land surfaces or rock catchments using simple techniques such as jars and pots as well as engineered techniques. It is an important water source in many areas with significant rainfall but lacking any kind of conventional, centralised supply system. The application of appropriate rain water harvesting technology is important for the utilisation of rainwater as a water resource.

Utilization of rainwater in college for plants irrigation. Rainwater can be passed to plants by proper storage and piping solution.

7.1.7 Green Practices
- **Students, staff using**
a) **Bicycles**
b) **Public Transport**
c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

Response:

Mostly, our college students use bicycles and public transport for reaching college. Also our many college staffs using public transport or Indian railway or pedestrian friendly roads for reaching the college.

- Some of the steps can be taken for plastic free campus as shown below:
  We Carry reusable shopping bags.
- We Carry a stainless steel travel mug or water bottle at all times for coffee and other drinks while out in the world.
- We Carry lunches in reusable stainless containers or cloth bags.
- We Bring our own water bottle

A paperless office is a work environment in which the use of paper is eliminated or greatly reduced. The college has installed college management and library management system software for reducing paper work. And also college is trying to implement the software for document management and payroll management.

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 0.33

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

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

File Description	Document
Details of expenditure on green initiatives and waste management during the last five years	View Document

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. **Physical facilities**
2. **Provision for lift**
3. **Ramp / Rails**
4. **Braille Software/facilities**
5. **Rest Rooms**
6. **Scribes for examination**
7. **Special skill development for differently abled students**
8. **Any other similar facility (Specify)**

Response: D. At least 2 of the above

File Description	Document
Resources available in the institution for Divyangjan	View Document

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 0

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

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

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	View Document

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 0

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

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

7.1.12

Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff

Response: Yes

File Description	Document
Any additional information	[View Document](#)
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	[View Document](#)

7.1.13 Display of core values in the institution and on its website

Response: Yes

File Description	Document
Any additional information	[View Document](#)
Provide URL of website that displays core values	[View Document](#)

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

Response: Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	[View Document](#)

7.1.15 The institution offers a course on Human Values and professional ethics

Response: No

File Description	Document
Any additional information	[View Document](#)
Provide link to Courses on Human Values and professional ethics on Institutional website	[View Document](#)

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

Response: Yes

File Description	Document
Any additional information	View Document
Provide URL of supporting documents to prove institution functions as per professional code	View Document

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 2

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

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

File Description	Document
List of activities conducted for promotion of universal values	View Document

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

Yes, The institution has organizes national festivals such as Gandhi Jayanti, Independence Day and the Republic Day. And also celebrates the birth/death of the great Indian personalities like Swami Vivekanand, Jawaharlal Nehru, Jayprakash Naryan, Lal Bahadur Shastri, Sarvepalli Radhakrishnan, Dr. Bhimrao Ambedkar, Gautam Buddha etc. All National festivals are celebrated with enthusiasm. Our students, with a mission towards better India, come together breaking the boundaries of religion and caste. The institution celebrates Days of National Importance every year with fervor and festivity.

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and

auxiliary functions

Response:

The financial resources of the college are managed in a very effective and foolproof manner. Double entry system is followed to maintain the accounts of the college. Each and every transaction is supported by the vouchers. All the collections are deposited in the bank and all expenditure, recurring and non-recurring, are incurred through cheques. Only duly authorized persons can operate through the bank.

Ensures transparency in the admission process by the publication of selected admission list in the College website and notice board before the date of admission. The online admission process has made it even more transparent

Gives preference on the previous academic records of students in the admission process for getting a large number of good students.

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

Best Practice I

1. Title of the Practice : Improving the Teaching and Learning Process

2. Goal

   - To ensure the completion of syllabus according to the academic planner of each department.
   - To encourage teachers to adapt to technological advancements including ICT adoption in class room teaching
   - To improve pass percentage and enhance the number of ranks bagged by the college at the university level examinations

3. The context

   - The syllabus coverage in some cases is being hurried and towards the end of the year where information are being crammed at once. This sluggish coverage initially and hurried coverage later should be avoided giving enough time to student in comprehending the topics and assimilating the facts.
   - The teachers find it difficult to keep pace with the techno – savvy student learners. It has become essential for some of the teachers to adopt to the latest pedagogic styles and include ICT in class room teaching. The mismatch between the student learner and the teacher in the use and comfort of handling varieties of tools available for teaching – learning needs to bridged.

4. The practice

- Academic planner along with the calendar of events is uploaded on the website for information to students.
- The academic committee along with the heads of different departments monitor the pace of coverage of the syllabus.
- Informal feedback is obtained from students regarding the content delivery by different teachers. The academic committee members and the class teachers hold frequent informal meetings and cull out the information needed.
- Four class rooms are made ICT ready and many departments have the necessary tools for handling the class room teaching with the help of ICT.
- Computer science department staff and programmers train the teachers in the use of Power Point Presentations, browsing the internet for useful resources, uploading content on the college website etc.

5. Evidence of Success

- Most of the teachers have adopted modern pedagogic styles and ICT in their classes.
- Some of the notes are uploaded on the college website.
- Appropriately paced and timely completion of syllabus.
- Increased attendance in the classes.
- Improvement in results.

6. Problems encountered and Resources required.

- Development of animation based power point presentations in teaching, particularly in science subjects, has been hindered due to the want of in – house technical expertise.
- The demand for ICT resources is increasing and paucity of funds has been the biggest impediment which may dampen the spirit of technology adoption by teachers.

Best Practice – II

1. Title of the Practice: Appreciation of meritorious students in Parent's Teacher's Meet.

2. Objectives of the Practice: To encourage the parents to be proactive in their ward's Higher education. To motivate parents to encourage their wards to give their best in pursuit of excellence in education.

3. The Context: A large number of students come from poor socio-economic backgrounds. Many of these students are first generation learners whose parents have no exposure to guide and mentor their wards. The parents need to be oriented towards the need of excellence in academics.

4. The Practice: All students who top the college merit list are felicitated together with their parents, at the Parents Teachers Meeting of the college. The parents accompany their meritorious ward to receive the prize at the Parents Teachers Meeting.

5. Evidence of Success: This special felicitation program which is a unique practice of our college is appreciated by the parents and students. This program motivates other students to put in their best.

6. Problems Encountered and Resources Required: The parents and students need to be contacted well in advance and ensure that they are seated in place in advance enabling the smooth functioning of the program.

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

One area distinctive to its vision and priority is to modernize teaching and pedagogy (skill based learning) by incorporating ICT in our teaching – learning activities. The college has three ICT enabled classrooms as well as a language lab and three computer labs. Besides, there is one classroom fully equipped with smart class technology.Majority of teachers deftly use this facility to make teaching learning activity enjoyable and very effective.

The response of the students is very heartening. They love to be a part of the smart class activities. The regular and frequent use of ICT has made them aware of the vast avenues the ICT opens to them. They now feel encouraged 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. The plenty of resources that they have at their finger tips has lessened the burden of gathering information; they now feel confident to exercise their mind critically and judiciously and form of their own opinion and/or views on a given topic. This also hones 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.

5. CONCLUSION

Additional Information :

The teachers of this college have been actively associated with teaching learning activities of IGNOU, NIOS, NCERT, CIIL, National Translation Mission, SCERT, SIERT, BBOSE, NOU, AMITY and BSEB.

The present Principal has authored several books and got published several articles in his field.

The present IQAC co-ordinator has been instrumental in designing syllabi and developing textbooks /learning material for various levels in different states. He has done syllabus designing and textbook/ material development for NCERT (New Delhi), NCERT –NERI (Shillong), SCERT (Bihar), BSEB (Bihar), SIERT (Udaipur), BBOSE (Bihar), IGNOU (New Delhi) and NIOS (New Delhi). He has also been associated with CIIL (Mysore) and National Translation Mission (CIIL, Mysore).

The experiences of these teachers at these institutes of national reputes have been quite beneficial to the students of this college. It is with their encouragement that all departments have been actively organizing seminars and workshops at regular intervals for the benefit of the students. They have also been using smart classes with smart boards.

In its attempts to overcome the vacant posts of teachers in all departments - against a sanctioned strength of 40 (including the Principal), we have only 12 teachers (including the principal) - the college has to hire the services of local resources for conducting classes in these subjects. This is purely temporary arrangement till the proper appointment is made by the University.

Another thing which has helped the college overcome the paucity of staff is the team spirit and cooperation among the teachers and the non-teaching staff. It is this co-operation that makes complete the task in the given timeframe. If this SSR is being submitted in time it is because of the team spirit and sincere dedication of the members of the IQAC and that of NAAC steering Committee. The other staffs who have not been on the committees have also been always willing to do whatever they could.

Concluding Remarks :

Since its establishment in 1970, SNS College has always sought to be of immense help to the future hope of India – especially those who can ill afford to go elsewhere to pursue their higher studies. The founder Secretary late Shyam Narayan Singh and the founder Principal Ramadhar Singh saw to it that the talented and laborious but poor children of the locality should get proper opportunity and adequate attention to continue with their dream of higher studies. The missionary zeal with which the SNS College was founded did not cease with the conversion of the college from an affiliated unit to a constituent unit of the Magadh University, Bodh Gaya in September 1980. It rather proved to be an impetus to put in more efforts and to be of more help to the learners in the locality.

The peaceful academic environment remains the chief strength of the college. How conducive this environment is to quality education can be gauged from the results of the students of this college. The analysis of the data of the last five years clearly highlight 100 % success ratio in vocational courses and overall 95 percent success ratio in all three streams. This success ratio has been achieved also because we have in this college well

qualified research oriented and committed teachers with national repute. Notwithstanding the paucity of staff – both teaching and non-teaching- the college has been serving the locality quite satisfactorily.

A rich and modernized library is another very significant asset of the college. In addition to a wide range of books and periodicals, the library also has e-resources which can easily be accessed because of Wi-Fi connectivity in the campus.

The three vocational courses - BCA, BBM and B.LIS – provide good opportunities to hone the professional skills of the students. Modern Language Lab provides opportunities to the students to be exposed to the authentic situations of language learning. Having its own website: http://www.snsinhacollege.com is also an opportunity to keep the students updated with the latest development in the college.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification

1.1.2	Number of certificate/diploma program introduced during the last five years
	
	   1.1.2.1. **Number of certificate/diploma programs introduced year-wise during the last five years**
	
	Answer before DVV Verification:
	
	(table below)
	
	Answer After DVV Verification :
	
	(table below)
	
	   Remark : The HEI has started Certificate courses in ICT on its own. As per the minutes of the meeting attached with 1.3.2 the resolution to induct 02 Certificate courses was taken in IQAC meeting of 31 May 2018. The syllabus was to be formulated. However there are no minutes of the BoS or approval of the University. Documents as per the SoP and the DVV remarks have not been provided. The HEI has not attached BoS or the management committee approval. The syllabus is not provided. The HEI has not attached sample certificates. Both the courses are considered as Add on courses in 1.2.3

1.1.3	Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years
	
	   1.1.3.1. Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years
	
	Answer before DVV Verification:
	
	(table below)
	
	Answer After DVV Verification :
	
	(table below)
	
	   Remark : In the AY 2017-18 Dr Narendra has 02 appointments and call of meeting as member in yet another (letter date Jn 2018), is considered as 01 teacher. Dr Anand Kumar Singh's call of meeting letter of 21 Mar 2016 (not appointment as Governing body) by Nehru Yuva Kendra is not eligible.

1.1.2.1 Answer before DVV Verification:

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

Answer After DVV Verification :

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

1.1.3.1 Answer before DVV Verification:

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

Answer After DVV Verification :

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

1.2.3	Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years
	1.2.3.1. Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
138	107	0	0	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
138	00	0	0	0

Remark : As per the HEI statement in the response dialogue box and as per the data attached with the Metric in response. The HEI does not have neither a certificate program offered in 2017-18 nor an Add-on Course in that year. As per the IQAC of 31 May 18 these were introduced as Add-on courses in 2018-19. INFORMATION AND COMMUNICATION TECHNOLOGY COMMUNICATION SKILL AND SPOKEN ENGLISH have been considered as Add on courses.

1.3.2	Number of value added courses imparting transferable and life skills offered during the last five years

1.3.2.1. Number of value-added courses imparting transferable and life skills offered during the last five years
Answer before DVV Verification : 2
Answer after DVV Verification: 01

Remark : The HEI was advised that Courses of varying duration (of at least 30 contact hours) which are optional, and offered OUTSIDE THE CURRICULUM that add value and helping them students in getting placed only are eligible. The principal was required to certify that NONE of the Value-Added courses are part of the NORMAL, prescribed Academic curriculum. The HEI has not attached the certificate of the principal to the above. The COUNSELING AND GUIDANCE is covered under 5.1.3 and hence not considered here.

1.3.3	Percentage of students undertaking field projects / internships

1.3.3.1. Number of students undertaking field projects or internships
Answer before DVV Verification : 20
Answer after DVV Verification: 08

Remark : The HEI was requested to provide program wise list of the students and the Company/ enterprise, place of internship provides for each student along with period of such internship for the AY 2018-19. The consolidated data was required to be verified by the respective HoD and countersigned by the principal. The HEI has attached data of large number f students of other batches. Only certificates of 08 students have been found in order.

1.4.1	Structured feedback received from 1) Students, 2)Teachers, 3)Employers, 4)Alumni and 5)Parents for design and review of syllabus-Semester wise/ year-wise Answer before DVV Verification : B.Any 3 of the above Answer After DVV Verification: B.Any 3 of the above
1.4.2	Feedback processes of the institution may be classified as follows: Answer before DVV Verification : C. Feedback collected and analysed Answer After DVV Verification: B. Feedback collected, analysed and action has been taken
2.1.1	Average percentage of students from other States and Countries during the last five years 2.1.1.1. Number of students from other states and countries year-wise during the last five years Answer before DVV Verification: %%TABLE1%% Answer After DVV Verification : %%TABLE2%% Remark : The Number of students from other states and countries is 22. The HEI has attached 25 documents out of which 03 did their Higher Secondary education from Bihar and hence not considerdered as students from other states.
2.4.2	Average percentage of full time teachers with Ph.D. during the last five years 2.4.2.1. Number of full time teachers with Ph.D. year-wise during the last five years Answer before DVV Verification: %%TABLE3%% Answer After DVV Verification : %%TABLE4%%
2.4.3	Teaching experience per full time teacher in number of years 2.4.3.1. Total experience of full-time teachers Answer before DVV Verification : 197 years Answer after DVV Verification: 347 years
2.4.4	Percentage of full time teachers who received awards, recognition, fellowships at State, National,

Table 1 (2.1.1.1 before):

2018-19	2017-18	2016-17	2015-16	2014-15
40	0	0	0	2

Table 2 (2.1.1.1 after):

2018-19	2017-18	2016-17	2015-16	2014-15
22	0	0	0	2

Table 3 (2.4.2.1 before):

2018-19	2017-18	2016-17	2015-16	2014-15
8	6	9	10	10

Table 4 (2.4.2.1 after):

2018-19	2017-18	2016-17	2015-16	2014-15
8	9	8	10	10

International level from Government, recognised bodies during the last five years

2.4.4.1. Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years
Answer before DVV Verification:

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

Answer After DVV Verification :

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

Remark : Only Bihar Hindi Sahitya sammelan award dated 10 Sep 2-17 to Dr Uma Shankar has been considered.

2.4.5	Average percentage of full time teachers from other States against sanctioned posts during the last five years

2.4.5.1. Number of full time teachers from other states year-wise during the last five years
Answer before DVV Verification:

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

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
04	4	0	0	0

3.2.2	Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

3.2.2.1. Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years
Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
4	2	2	1	0

Answer After DVV Verification :

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

	Remark : As per the HEI statement in the response dialogue box and the HEI data attached with the Metric in response. The HEI has not provided any support documents of the activity dated 05 Jan 2018.
3.3.3	Number of research papers per teacher in the Journals notified on UGC website during the last five years 3.3.3.1. Number of research papers in the Journals notified on UGC website during the last five years Answer before DVV Verification: <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>6</td><td>2</td><td>5</td><td>7</td><td>6</td></tr></table> Answer After DVV Verification : <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>00</td><td>00</td><td>00</td><td>00</td><td>00</td></tr></table> Remark : The HEI was requested to provide ugccare website link. Only local journals have been quoted which do not fall under Journals notified on UGC website. UGC approved list of journals is available on UGC-CARE list w.e.f 14/06/2019 (no.F.1-1/2018 (JOURNAL- CARE) January 2019. Research Journals from all disciplines indexed in SCOPUS or Web of Science are included (UGC – CARE list group A). Link of recognition in UGC enlistment of the journal is included as an excel file in the prescribed format. Link to the relevant signed document was requested but has not been provided. The output of the journal search yielded You searched for "1063 6706". Total Journals : 0 and You searched for "0973 1318". Total Journals : 0
3.3.4	Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years 3.3.4.1. Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years Answer before DVV Verification: <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>0</td><td>0</td><td>0</td><td>2</td><td>2</td></tr></table> Answer After DVV Verification : <table><tr><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td></tr><tr><td>0</td><td>0</td><td>01</td><td>00</td><td>00</td></tr></table> Remark : ISBN 9789382120650 is verified as English Language Teaching ISBN-13: 9789382120650 ISBN-10: 9382120653 Author: Bidyut Chakarboty Binding: Hardcover Publisher: Lakshi Publishers; First Edition Published: December 2016 The book is published in Dec 2016 and hence considered in AY 2016-17. The other ISBN are not verified as they do not exist. ISBN

	9789385911491 Sorry, we could not find any information for this book. Please try a different book.	
3.4.3	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 last five years	

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
5	4	1	2	6

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
5	03	1	02	01

Remark : As per the HEI data attached with the Metric in response. The HEI has attached multiple claims with the same photographs.

3.4.4	Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

3.4.4.1. Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

Answer before DVV Verification:

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

Answer After DVV Verification :

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

Remark : The HEI was advised to attach Captioned and signed Photographs mentioning the activity and the date. The HEI was advised that NSS and NCC activities are not to be included here as these form part of earlier Metric. In this Metric students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness etc only are eligible. Copy of circular/brochure/ report of the initiative/ photos of the initiatives/ news report published must be provided. Almost all the activities are shown to be conducted through NSS. As per the HEI data attached with the Metric in response.

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

Answer before DVV Verification:

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

Answer After DVV Verification :

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

Remark : The HEI has attached the same MoU's as in 3.5.2. These MoU's can be considered either as a link or a business proposal.

3.5.2	Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)
	3.5.2.1. Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

Answer before DVV Verification:

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

Answer After DVV Verification :

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

Remark : The HEI has executed 02 MoU's (not on stamp paper) dated 22 May 2014 and 23 July 2014. While the firtst one is from 2013-14 but is effective in 2014-15 and hence considered.

4.1.3	Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc
	4.1.3.1. Number of classrooms and seminar halls with ICT facilities
Answer before DVV Verification : 5
Answer after DVV Verification: 04

Remark : The HEI stock register does not have entry for LCD. The photographs are not geotagged and cannot be verified for location. Sae Photographs have been attached in multiple places without

mentioning the room number.

4.1.4	Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years. 4.1.4.1. Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs) Answer before DVV Verification: 	2018-19	2017-18	2016-17	2015-16	2014-15
43.18	32.70	35.37	30.10	27.88 | Answer After DVV Verification : | 2018-19	2017-18	2016-17	2015-16	2014-15
00	19.65	5.08	1.16	6.24 | Remark : As per the HEI data attached with the Metric in response. The HEI has not attached Audit sheet for 2018-19.

| 4.2.3 | Does the institution have the following:

1. e-journals

2. e-ShodhSindhu

3. Shodhganga Membership

4. e-books

5. Databases

Answer before DVV Verification : B. Any 3 of the above
Answer After DVV Verification: C. Any 2 of the above
Remark : NList provides only e-ShodhSindhu Shodhganga Membership and does not permit access tp technical journals/e-Books or Data bases. All college covered under Sections 12(B) and 2(f) of the UGC Act and Non-aided Colleges (except for colleges imparting education in Agriculture, Engineering, Management, Medical, Pharmacy, Dentistry and Nursing) are eligible to access selected e-resources subscribed for the colleges under e-Shodh Sindhu. These resources include 6,094 e-journals and 31,39,309 e-books. Ref https://www.inflibnet.ac.in/old/downloads/brochure/nlist.pdf |

| 4.2.4 | Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

4.2.4.1. Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs) |

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
0.2081	0.12894	0.96801	1.7256	0.33777

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0.36	1.46	0.013	0.066	0.2777

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

4.2.6	Percentage per day usage of library by teachers and students 4.2.6.1. Average number of teachers and students using library per day over last one year Answer before DVV Verification : 245 Answer after DVV Verification: 105 Remark : The HEI has calculated the number of transactions rather than number of teachers and students using library per day over last one year. Some student have as many as 04 entries continuously. This is when 02 books are returned and 02 issued. Based on the HEI data attached.
4.3.4	Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS) Answer before DVV Verification : Yes Answer After DVV Verification: No Remark : The supporting documents attached do not support HEI claim of existence of Media Centre, Recording facility, Lecture Capturing System (LCS). Link http://www.snsinhacollege.com/Home.aspx?aspxerrorpath=/Lectures.aspx. does not provide any information on LCS.
4.4.1	Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years 4.4.1.1. Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs) Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
85.73697	52.39684	46.66215	50.72343	47.60479

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
11.33	8.33	6.88	6.27	12.23

	Remark : As per the HEI data attached with the Metric in response. The HEI has presented the same expenditures multiple number of times thereby presenting inflated expenditures. The HEI has attached multiple (fragmented repetitive) parts of the Audit expenditure/income statement.
5.1.1	Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

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

2018-19	2017-18	2016-17	2015-16	2014-15
264	541	342	905	581

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
377	00	301	170	184

Remark : The HEI did not provide any supporting document with the SSR. The HEI was advised to attach a TABULATED list of the students showing summary of the year wise amount received in each type of scholarship and free ships provided by the Government. This table was to be signed by the principal. However, the HEI has not provided neither the Table nor a signed copy. The HEI was requested to attach sanction letters from the concerned department(s) with detailed list of the students benefitted through scholarships and free ships provided by the Government in specific selected scheme. The lists were to be signed by the principal and must accompany a certificate of the principal showing year wise the amount of scholarships and free ship received from the Govt. The HEI was also requested to attach list of the students benefited year wise under each scheme as an Excel file. The HEI must attach data only in NAAC prescribed format for the Metric as an Excel file. All documents were to be signed by the principal. As per the HEI data attached. |
| 5.1.2 | Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

5.1.2.1. Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years
Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
12	40	9	13	9

Answer After DVV Verification :

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

Remark : What the HEI has attached is prize money paid to the students for their performance and |

not scholarship. The HEI was requested to provide the Institute Policy Letter for scholarship and free ships. The institute was also advised to provide the process of award of such freeship. The final selection for the year 2017-18 to required be attached. The HEI was requested to attach a consolidated, TABULATED, year wise summary for each type of scholarship and free ships provided by the institution. The HEI was to also attach list of the students benefited year wise for each scheme along with sanction letters from the institution. The list should have been providing details of the students benefited through scholarships and free ships and not any prize.

5.1.3	Number of capability enhancement and development schemes –

1. For competitive examinations

2. Career counselling

3. Soft skill development

4. Remedial coaching

5. Language lab

6. Bridge courses

7. Yoga and meditation

8. Personal Counselling

Answer before DVV Verification : C. Any 5 of the above
Answer After DVV Verification: E. 3 or less of the above
Remark : As per the HEI statement in the response dialogue box and the HEI data attached with the Metric in response. The HEI has not provided any support documents.

5.2.2	Percentage of student progression to higher education (previous graduating batch)

5.2.2.1. Number of outgoing students progressing to higher education
Answer before DVV Verification : 306
Answer after DVV Verification: 285

Remark : The attached list is unsigned. Considered. As per the HEI statement in the response dialogue box and the HEI data attached with the Metric in response. The HEI has not provided any support documents

5.2.3	Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ 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) year wise during last five years

Answer before DVV Verification:

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

Answer After DVV Verification :

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

5.2.3.2. Number of students who have appeared for the exams year-wise during the last five years

Answer before DVV Verification:

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

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) during the last five years. 5.3.1.1. 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-wise during the last five years Answer before DVV Verification: 	2018-19	2017-18	2016-17	2015-16	2014-15
1	2	3	1	0 | Answer After DVV Verification : | 2018-19	2017-18	2016-17	2015-16	2014-15
1	01	01	00	0	
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5.3.3	Average number of sports and cultural activities/ competitions organised at the institution level per year 5.3.3.1. Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years Answer before DVV Verification: 	2018-19	2017-18	2016-17	2015-16	2014-15
10	2	2	2	2 | Answer After DVV Verification : | 2018-19	2017-18	2016-17	2015-16	2014-15
2	2	2	2	2	
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5.4.3	Number of Alumni Association / Chapters meetings held during the last five years
	5.4.3.1. Number of Alumni Association /Chapters meetings held year-wise during the last five years

Answer before DVV Verification:

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

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
1	00	0	0	0

6.5.3	Average number of quality initiatives by IQAC for promoting quality culture per year

6.5.3.1. Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
3	5	4	4	4

Answer After DVV Verification :

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

Remark : As per the HEI data attached with the Metric in response. The HEI was requested to rationalize and provide ONLY those initiatives which have a backing of the IQAC through its meeting. The HEI was also requested to attach minutes of the meeting on one to one basis with the initiatives, highlighting the relevant portion where its recommendations are recorded for the initiative. It is only on the recommendation of the IQAC that a initiative can be considered as promoting quality. The HEI to provide one to one link for the initiatives claimed under this Metric with the minutes of IQAC meeting signed by the principal. The HEI did not claim any quality initiatives by IQAC for promoting quality year-wise for the last five years neither with the SSR nor in response. Resolution to take up NAAC Accreditation in 2018-19 is considered.

7.1.1	Number of gender equity promotion programs organized by the institution during the last five years

7.1.1.1. Number of gender equity promotion programs organized by the institution year-wise during the last five years

Answer before DVV Verification:

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

Answer After DVV Verification :

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

Remark : As per the HEI data attached with the Metric in response. The HEI was advised that NSS and NCC activities are not to be included here as these form part of earlier Metric. However the HEI has included all activities through NSS only. For the activitiy claimed on 15 Feb 2017 the HEI has used the same photographs for the activity in 2015-16. There are no reports of the activities only photographs which are also not signed. Besides being NSS activities, no reports, unsigned photographs and same photographs used for multiple activities, considered.

| 7.1.4 | Percentage of annual lighting power requirements met through LED bulbs |

7.1.4.1. Annual lighting power requirement met through LED bulbs (in KWH)
Answer before DVV Verification : 108
Answer after DVV Verification: 10
7.1.4.2. Annual lighting power requirement (in KWH)
Answer before DVV Verification : 120
Answer after DVV Verification: 120

Remark : The HEI did not provide any details of the LED's. The HEI was requested to provide invoices of suppliers of the equipment/ service may be included. The HEI has not provided any details of the initiatives, Invoice of purchase if any, and photographs of the installations etc. to be included. The HEI to provide signed copy of the Green audit report and any other supporting document in proof of same. The HEI website photographs do not exhibit and LED in the college. The HEI has not provided photographs of the LED's installed or invoice/proof.

| 7.1.8 | Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years |

7.1.8.1. Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)
Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
0	5	1	0	0

Answer After DVV Verification :

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

Remark : The HEI has attached only the cover page of the Green report. The photographs of the campus exhibit vegetation but the green initiatives and waste management are more than the vegetation and plants. The HEI has not provided any support of the claimed expenditure as requested.

	based on the Audit sheet and the expenditure with 4.4.1 and 4.1.4 the values for 2016-17 abd 2017-18 are Xchecked.
7.1.9	Differently abled (Divyangjan) Friendliness Resources available in the institution: 1. Physical facilities 2. Provision for lift 3. Ramp / Rails 4. Braille Software/facilities 5. Rest Rooms 6. Scribes for examination 7. Special skill development for differently abled students 8. Any other similar facility (Specify) Answer before DVV Verification : C. At least 4 of the above Answer After DVV Verification: D. At least 2 of the above
7.1.10	Number of Specific initiatives to address locational advantages and disadvantages during the last five years 7.1.10.1. Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
1	4	2	2	1

Answer After DVV Verification :

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

| 7.1.11 | Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

 7.1.11.1. Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

 Answer before DVV Verification: |

2018-19	2017-18	2016-17	2015-16	2014-15
6	3	1	1	4

Answer After DVV Verification :

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

Remark : The HEI was advised that the Activities Involving the LOCAL community must focus on the theme of the Metric. The HEI was requested to attach data and reports of all activities showing engagement with local community. The fact that engagement and activities under this Metric must

involve community and preferably should be off campus was clearly stated. The HEI to was advised attach reports signed by the coordinator and the principal for each of these. Photographs captioned for each activity and date, to be attached. It was requested that Local reports with photographs showing involvement of the local community was necessary. Activities conducted through or involving NSS and NCC were advised to be deleted as these were not eligible in this Metric. The HEI was requested to provide Copies of circular/brochure/ report of the initiative/ photos of the initiatives/ news reports published. It was advised that Activities claimed elsewhere should not to be included. Most of the activities claimed are through NSS. Most of the activities are seminars of seminar hall activities for the students. None of these involves/ could be termed as an initiatives taken to engage with and contribute to local community during the last five years. All the activities have been addressed elsewhere also.

7.1.15	The institution offers a course on Human Values and professional ethics
	
	        Answer before DVV Verification : Yes
	        Answer After DVV Verification: No
	   Remark : The HEI has attached description of Human Values and professional ethics rather than response to whether it is conducting a course in Human Values and professional ethics. The HEI was requested to include an attested copy of the syllabus of the course covering Human Values and professional ethics. The HEI has not provided neither the syllabus nor any other supporting data.

7.1.17	Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years 7.1.17.1. Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
7	5	6	5	7

Answer After DVV Verification :

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

   Remark : The HEI was advised that it had claimed activities that had been claimed else where as well. Eg Awareness drive – To educate students to segregate the waste material Swachh Bharat Abhiyaan. Teachers Day, Vivekananada and Gender Equity Beti padao beti bachao have been considerd in 7.1.1. The HEI was requested to attach specific reports signed by the coordinator and the principal for each of the activities showing their relevance to this Metric. Photographs may also be attached. Activities conducted through or involving NSS and NCC were advised not to be attached as these are not eligible for the Metric. Copy of circular/brochure/ report of the initiative/ photos of the initiatives/ news report published were requested. The HEI has attached only photographs and no

reports. As per the Flex all these are through NSS hence ineligible. Only 156th Birth anniversary of Swamy Vivekanand has been considered. Photograph 47 is not of Sep 2018 but December 2018. Teachers's day or remembering Dr Radhakrishnan is considered based on photograph 48.

2.Extended Profile Deviations

ID	Extended Questions
1.1	Number of courses offered by the institution across all programs during the last five years Answer before DVV Verification : 19 Answer after DVV Verification : 319
1.2	Number of programs offered year-wise for last five years Answer before DVV Verification: 	2018-19	2017-18	2016-17	2015-16	2014-15
---	---	---	---	---
6	6	6	6	6 | Answer After DVV Verification: | 2018-19	2017-18	2016-17	2015-16	2014-15
---	---	---	---	---
19	19	19	19	19	
2.1	Number of students year-wise during the last five years Answer before DVV Verification: 	2018-19	2017-18	2016-17	2015-16	2014-15
---	---	---	---	---
1089	3774	3504	3233	2237 | Answer After DVV Verification: | 2018-19	2017-18	2016-17	2015-16	2014-15
---	---	---	---	---
3746	3774	3504	3233	2237	
2.3	Number of outgoing / final year students year-wise during the last five years Answer before DVV Verification: 	2018-19	2017-18	2016-17	2015-16	2014-15
---	---	---	---	---
1302	979	785	882	741 | Answer After DVV Verification: | 2018-19	2017-18	2016-17	2015-16	2014-15
---	---	---	---	---
1342	1015	815	914	769	
3.1	Number of full time teachers year-wise during the last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
10	8	10	11	12

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
10	11	08	12	12

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

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
40	40	40	40	40

Answer After DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
39	39	39	39	39

4.2	Number of computers Answer before DVV Verification : 101 Answer after DVV Verification : 86