YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1. Name of the Institution   SANTAL PARGANA COLLEGE

- Name of the Head of the institution   DR. KHIRODHAR PRASAD YADAV

- Designation   PROF. IN CHARGE

- Does the institution function from its own campus?   Yes

- Phone no./Alternate phone no.   06434222246

- Mobile No: 7004502559

- Registered e-mail   spc1954@rediffmail.com

- Alternate e-mail   spc1954@rediffmail.com

- Address   SONUADANGAL PAKUR ROAD

- City/Town   DUMKA

- State/UT   JHARKHAND

- Pin Code   814101

2. Institutional status

- Affiliated / Constitution Colleges   CONSTITUENT COLLEGE

- Type of Institution   Co-education

- Location   Rural

- Financial Status   UGC 2f and 12(B)

- Name of the Affiliating University — **SIDO KANHU MURMU UNIVERSITY, DUMKA**

- Name of the IQAC Coordinator — **PROF. POONAM BINJHA**

- Phone No. — **9546051358**

- Alternate phone No. — **9546051358**

- Mobile — **9546051358**

- IQAC e-mail address — **iqacspc1954@gmail.com**

- Alternate e-mail address — **spc1954@rediffmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year) — https://spcollegedumka.ac.in/NAAC/aqar_2021-22_accepted.pdf

4.Whether Academic Calendar prepared during the year? — **No**

- if yes, whether it is uploaded in the Institutional website Web link:

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.25**	**2017**	**22/02/2017**	**21/02/2022**

6.Date of Establishment of IQAC — **21/05/2014**

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

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

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

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

9.No. of IQAC meetings held during the year — **12**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   **No**

- If No, please upload the minutes of the meeting(s) and Action Taken Report   [View File](#)

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

- If yes, mention the amount

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

1.1. In this academic year, IQAC made an effort to implement the contemporary learning system. Efforts were made to implement the use of offline/classroom based and online medium/ digital medium to promote both the traditional with the technological aspects in inclusive education dissemination. Some of efforts are

• Regular use of Digital board.

• Use of Digital medium and interactive sessions in teaching learning environment

• Encouraging more offline and participatory based program (Seminar)

• Exchange of knowledge on various relevant issues.

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

Plan of Action	Achievements/Outcomes
To functionalized the existing NSS units apart from the previous functioning one	Review and applications were forwarded to 4 Units functionally operationalized the other 8 NSS Units of the College
Planning of orientation program of faculties in the college.	Related to science, commerce, humanities and social science with relevant subjects specifics topics where engcouraged.
Plan to Conduct Biannual Internal Academic Audit of Departments	Conducted Biannual Internal Academic Audit of the Departments
Plan to install a solar panel system to provide electricity in the college.	Operationalization, review and maintenance of solar panel system
Plan to form various cells and committees to support IQAC.	Various cells and committees were formed.

13. Whether the AQAR was placed before statutory body?   **No**

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Part A	
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10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**	
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• Regular use of Digital board.

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• Encouraging more offline and participatory based program (Seminar)

• Exchange of knowledge on various relevant issues.

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No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2024	04/04/2024

15.Multidisciplinary / interdisciplinary

The College had adopted the NEP, 2020, on the general formula of 5+3+3+4 (FYUGP). The curriculum and the syllabi are prepared and was implemented, though HEI, Jharkhnad had revised the credits structure and the nomenclature of the subjects. The syllabi are being adapted step by step as directed by the parent university.

Multidisciplinary / interdisciplinary approaches are at the very inception of their adoption and implementation.

16.Academic bank of credits (ABC):

As per the guideline of NEP 2020, the ABC has been operationalized and is being implemented from the year 2023 to 2027 (FYUGP).

17.Skill development:

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

Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course) As per the guideline of the NEP, 2020, appropriate integration of Indian Knowledge system in the syllabi had been adopted by the parent university

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

The department follows the following mentioned stages to achieve the Outcome based education (OBE). Assessment- Ascertain learning needs readiness to learn and learning style. Planning- Develop teaching plan based on mutually pre-determined behavioral outcomes to meet individual need. Implementation- Perform the act of teaching using specific instructional methods and tools. Evaluation- Determine the outcomes, behavioral change in knowledge, attitudes and skills. Review- The Probable bottlenecks achieve the highest level of outcomes were marked and planning to mitigate them.

20.Distance education/online education:

Extended Profile

1.Programme

1.1   **26**

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

File Description	Documents
Data Template	No File Uploaded

2.Student

2.1   **5925**

Number of students during the year

File Description	Documents
Data Template	No File Uploaded

2.2   **10398**

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

File Description	Documents
Data Template	No File Uploaded

2.3   **1398**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	No File Uploaded

3.Academic

3.1   **52**

Number of full time teachers during the year

File Description	Documents
Data Template	No File Uploaded

3.2   **122**

Number of Sanctioned posts during the year

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**26**

File Description	Documents
Data Template	No File Uploaded

2.Student

2.1 Number of students during the year	**5925**

File Description	Documents
Data Template	No File Uploaded

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**10398**

File Description	Documents
Data Template	No File Uploaded

2.3 Number of outgoing/ final year students during the year	**1398**

File Description	Documents
Data Template	No File Uploaded

3.Academic

3.1 Number of full time teachers during the year	**52**

File Description	Documents
Data Template	No File Uploaded

3.2 Number of Sanctioned posts during the year	**122**

File Description	Documents
Data Template	No File Uploaded

4.Institution

4.1 Total number of Classrooms and Seminar halls	**30**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**2335270**
4.3 Total number of computers on campus for academic purposes	**39**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

1. **The Institution ensures effective curriculum delivery through a well planned and documented process**

The Institution ensures effective curriculum delivery through a well-planned and documented process under the three hierarchical (Departmental to the stream (Science/Humanities/Social Sciences/Commerce) and from different streams to institutional level) and two strategic heads:

*   **Curricular Planning (strategic head): The Planning involves the following steps:**

Department meeting: All the Department of the institution Page 10/60 17-10-2023 01:07:05 Annual Quality Assurance Report of SANTAL PARGANA COLLEGE, DUMKA functions broadly on the below

mentioned head:

-Planning to offer and complete the existing syllabus in specified period: which includes- conducting the meeting, finalization of the upcoming and review of the previous action points/agenda points following the SoPs, and individual faculty curriculum (including activities to best engage the students) planning and execution.

-Adoption of Academic Calendar: The academic calendar of the S. P College is directly synchronized with the academic calendar of Sido-KanhuMurmu University.

-Meetings with Principal and IQAC (=Academic audit): All faculty members conduct meeting both with the Principal and IQAC co-ordinator for a comprehensive discussion on the departmental objectives, tentative outputs and outcomes.

- Implementation (strategic head): It broadly includes mode of delivery and teaching methodology (pedagogy) adopted:

-Mode of delivery: Both at online and offline

- Teaching Pedagogy: The teaching learning ecosystem firmly stands on the five pillars i.e. constructive collaborative reflective, integrative and innovative approaches.

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

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

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

SantalPargana College is a constituent College of S.K.M University. The College follows all the timelines and concerned instructions of its parent university which are broadly

categorized as:

- Commencement and completion of sessions
- Commencement and completion of semester (including odd and even)
- Distribution and duration of classes
- Tutorial and remedial classes
- Preparatory leave
- Internal evaluation (including odd and even semester)
- Mid (including odd and even) semester breaks
- Tentative dates of mid-semester and end-semester practical and theory examination (External/Internal).

Based on the University Calendar, each Department prepare their academic/activity calendar which includes seminar /workshops, educational trips, project work and other academic and allied activates for proper streamlining of the sessions. Details of each activity are maintained in the Departmental proceedings and are posted on the college websites (from 2022 onwards).

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

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	B. Any 3 of the above

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

1.2 - Academic Flexibility

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

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

26

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

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

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

0

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

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

0

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

0

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

1.3 - Curriculum Enrichment

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

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

S. P College, Dumka is situated in the District of ShantalParganas Division, one of the five administrative units of the State of Jharkhand. The region is bestowed with the natural resources while lacks the basic infrastructural initiatives impacting the economy and thus the social character of the society. The youth of the region are developing in the backdrop of transition between the rich traditional background and real world challenges (i.e. Climate change, Health, Food Insecurity, Education, Sustainability, etc.).

- **Promoting concept of Environment protection:**

- **Ability Enhancement Compulsory Course on Environmental Science (Semester-II): Environmental**
- **Studies Skill Enhancement Course (Semester-III): Environment and Public Health**
- **B.Sc. (H) Botany: Ecology and Environmental Biology**
- **B.Sc. (H) Chemistry: Environment and its Segments**
- **B.Sc. (H) Zoology: Principles of Ecology**
- **B.A. (H) Economics: Environmental economics; Energy and Environment**
- **B.A. (H)Political Science: Environmental and Women's Movement**

- **Gender sensitisation and Human Values**
- **B.A. (H) Sociology: Gender and Society**
- **B.A. (H) Political Science: Constitution of India and Human Rights**

- **Skill Enhancement Course: Indian Constitution and Human Rights.**

Enrichment through various co-curricular activities

The college has fair number of societies that re-establish the values taught in the theory class trough hands on experience. Some of the activities are:

- **Promoting of Environment sustainability/responsibility**
- **Promotion of gender equality and social justice**
- **Promotion of human values**
- **Promoting concept of professional ethics**

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

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

6

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

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

0

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	C. Any 2 of the above

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

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

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

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

17450

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

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

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

2313

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

2.2 - Catering to Student Diversity

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

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

The institution had followed an elementary method to assess the learning levels:

- **Their marks obtained in (intermediate level)**
- **And an entry level test designed by the department (including oral/written, etc).**

Presently the efforts were more of student centric with their core inherent identities. Departments make a continuous effort to keep the record of slow as well as the fast learner. Two cell within the department with single and sometimes group of teachers are assigned. These cells operate and function under the overarching of IQAC. The cells are:

- **Counseling and Mentoring Cell**

- **Remedial Coaching Cell**

An array of the curriculum and co-curriculum activities like:

- **Seminar**
- **Assignments**
- **Group discussions**
- **Quizzes**
- **Class tests**
- **Projects**
- **Attendance, etc.**

Note: Special care and provision are made for the differently abled students with respect to the assistance, work assigned and evaluation undertaken.

Various methods are strategies were developed to encourage and motivate the students to both excel better and improve in their performance simultaneously (gradually). These are:

- **Students are awarded for their exceptional performance**
- **Teams of students are nominated to participate and perform in groups**
- **Challenges like class monitoring, team leader etc., are encouraged to performat regular classes/lectures as well as time-bound activities.**

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

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

Number of Students	Number of Teachers
5925	**52**

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

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and

problem solving methodologies are used for enhancing learning experiences

The institutional strongly administer in the ideology that "The teaching learning process, has been defined as a systematic, sequential, and planned of action on the part of both the learner and the teacher to achieve the outcomes of teaching and learning". The department follows the following mentioned stages to achieve the outcomes to its maximum. Assesment- Ascertain learning needs, readiness to learn and learning style. Planning- Develop teaching plan based on mutually pre determined behavioral outcomes to meet individual need. Implementation- Perform the act of teaching using specific instructional methods and tools. Evaluation- Determine the outcomes, behavioral change in knowledge, attitudes and skills. Department regularly conducts add-on programs to support students in their experiential learning practices to improve creativity and cognitive levels of the students. Regular laboratory sessions are conducted with content beyond syllabus experiments (inclusive of social activity and community linkage participation). Project development on state-of-the-art-technologies by students where they platform their working model in the technical fest (Science day celebration). Small scale Industrial visits/ entrepreneurship development to engage them in experiential learning while visiting the organization to promote experiential practices For the Problem-solving method/ aptitude Department encourages students to acquire and develop problem solving skills. For this, the department organizes Expert lectures on different topics Participate in different technical tests and other competitions Regular assignments based on problems Mini project/Model development Regular quizzes Case studies discussion Class presentations Debates within the department event.

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

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

The entire faculty extensively use ICT enabled tools and onlineresources for effective teaching and learning process and to support, enhance, and optimize the delivery of information. The integration of ICT was aimed to enhance the following

objectives (both at long term and short term level): Student motivation Student attainment levels Students engaged in subject learning Major ICT tools used for the operation and delivery of the objectives of effective learning process are: Projectors 5 in nos. in different classroom 39 desktops, arranged at computer laboratories Printers-installed at laboratory, HOD cabins and administration sections Photocopier machines 2 in nos. Seminar rooms 1 in nos. with well equipped with all digital facilities. Auditorium 1 in nos. digitally equipped with mike Projector, cameras and computer systems Online classes through-Google Meet, Microsoft team, Google Classroom, Zoom etc. is used extensively. e-tutorial:-Consisting of web, videos, audios, content, simulation, e-books, text, self-instructional material, case studies etc. Web-resources:-Supplementary readings related links, open contents etc. are extensively encouraged. MCQ, quizzes, assignments and solutions, online feedbacks through discussion forums and setting up the FAQ are encouraged.

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

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

2.3.3.1 - Number of mentors

52

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

2.4 - Teacher Profile and Quality

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

52

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

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

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

28

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

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

2.4.3.1 - Total experience of full-time teachers

505

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

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and

mode. Write description within 200 words.

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

Assessment is an integral part of teaching-learning process. The internal assessment system of the institute has a transparent and robust mechanism. The continuous interval evaluation (CIE) component includes:

- Class test
- Assignment
- Field tour reports
- Class seminars
- Group discussions
- Quiz
- ICT enabled presentations

IQAC and Examination cell prepares the Academic calendar of the college and the tentative schedule which are displayed on the notice board, website (from 2023) and on the whats-app group of the classes. Adjustment in the academic calendar with respect to the departmental needs and needs of the student is encouraged. The transparency is maintained by:

- Sharing/discussing (on) the answer sheets with the students.
- Class test with multiple choice objectives, subjective, applicative, situation based and case study oriented are given emphasis.
- Question papers (both for internal and external are set as per the university guidelines.
- Question banks containing both the objective and subjective are provided to the students, which are available in the college library.
- The subject matter teacher monitor the student's field work, field visit report and project works.
- Oral (viva-voice) examination is conducted with respect to the practical oriented subjects as well as in the subjects like commerce and English.
- Group discussion, essay competition, and quizzes are conducted and assessed by the college.
- Classes as well as centralized examination for the compulsory Ability Enhancement Compulsory Courses(AECC) and Skill Enhancement Courses(SEC) were conducted.

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

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

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

The internal assessment mechanism at S. P College is very transparent. The assessment committee for each department keeps rotating in each semester (depending on the strength of the department) in order to maintain the transparency and diversity. The entire process of internal assessment is synchronized with the cycle of the external examination. The internal assessment committees are assigned to follow the below mentioned steps:

- Create and communicate a notice of the schedules of examination in time.
- Prepare guidelines to follow during examination.
- Cater the need of special students under specific condition Formulation of the question and approval from the examination cell
- Submission of the approved questions to examination committee
- Keeping a record of the Answer-booklet/ assignments/classtest reports etc.

For any grievances regarding the marks awarded to the students, they can approach the concerned cell for any guidance and justification.

- Student Grievance and Redressal cell
- Communication and Feedback Cell

There also exist an internal Assessment Monitoring and Moderation Committee at the College level consisting of Principal and the HOD's of the concerned department to monitor and review any unresolved matters.

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

2.6 - Student Performance and Learning Outcomes

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

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

The programmes outcomes provided by the institution clearly focuses on the knowledge, skill, talents and attributes that the student can develop while pursuing the graduate programme in the respective subjects in the college.

The curriculum of each subject is available both at online (at University and College sites) and off-line mode. The IQAC of the institution monitor and preview each discipline (from different stream) which organize various co-curricular and extracurricular activities. This makes learning holistic and provides an out of class environment for learning without putting pressure on students. The logo of the college itself believe "??????????????????" i.e. "The Knowledge which provides Wisdom"

The Teachers ensure that the students are updated with the changing contemporary world and the allied challenges. Students are encouraged to perform at different levels/platforms. They are encouraged to develop analytical and out of the box thinking ability, to ensure and enhance their performances in academics as well as real life situations.

The Teachers ensure that the students are updated with the changing contemporary world and the allied challenges. Students are encouraged to perform at different levels/platforms. They are encouraged to develop analytical and out of the box thinking ability, to ensure and enhance their performances in academics as well as real life situations.

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

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

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

S. P College has 18 departments under science, commerce, humanity and Social Sciences streams. The choice based credit system has given an ample of good opportunity and flexibility to involve in any of the four streams. In the tree year degree program the students are not only exposed to the varied teaching and learning ecology but also to various traditional and creative platforms to develop their character, confidence and cognitive personality. They are also encouraged to excel in skill based learning and outcome oriented practices.

In our institution, the programme outcomes and course outcomes are measured in two different ways:

- First being the direct measurement- by the academic results (including internal and external evaluation) of the students
- Another being an indirect measurement via student progression in the departmental seminar, conferences, sports, etc..

Apart from the above two measurement parameters, the punctuality of students with respect to attendance, assignments, involvement in various indoor as well as outdoor activities are minutely monitored and observed for the assessment of the course outcomes.

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

2.6.3 - Pass percentage of Students during the year

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

1583

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

2.7 - Student Satisfaction Survey

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

https://spcollegedumka.ac.in/index.php/feedback/start-feedback

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

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

0

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

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

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

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

3.2 - Research Publications and Awards

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

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

6

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

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

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

7

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

3.3 - Extension Activities

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

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

The extension activities are undertaken through NSS and NCC, etc. Some of the important extension activities which can be highlighted are:

- awareness campaigns on health allied issues
- awareness campaigns on significance of safety measures
- awareness campaigns on legal advice and their rights

- awareness campaigns on ecology , environment and their sustainability
- awareness campaigns on gender equality and gender sensitization, awareness campaigns on protecting women dignity and women rights;
- awareness campaigns on civic issues and their mitigation measures

Furthermore the students have volunteered to teach the children/women's/ physically abled and elder citizen of nearby villages

Some other vital activities students/ volunteer also performed are street plays on the theme of:

- Menstrual Hygiene and allied issues
- Self- Defense for girls
- Right to education
- Right for WASH (Water Sanitation and Hygiene)

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

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

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

0

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

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

community and NGOs) during the year

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

7

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

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

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

400

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

3.4 - Collaboration

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

1

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

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

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

1

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

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

The college is spread out over 37.18 acres of land on both sides of Dumka - Pakur main road. It consists of three different buildings designated as old building, new building, and PG building. Apart from Social Science, Science, Humanities and Commerce, the college also offers professional courses like BBA, BCA, B.Ed and LLB. This college has more than 15 classrooms and other rooms, which can accommodate approximately 2000 number of students. Most of the rooms are well ventilated and equipped

with proper benches & desks, black /white/green boards. Some class rooms are also equipped with smart boards and projectors. One sound system with proper audio arrangements is also available as per the needs of the class.

Departments like physics, chemistry, botany, zoology, and psychology have their own separate laboratories for students to conduct practical experiments as well as examinations. Some departments like physics, botany, zoology, and political science are equipped with set of computers to enable technology learning space.

The college is twenty four hours Wi-Fi enabled campus and has six ICT enable smart classrooms.The campus has solar paneled power facilities which provide approximately 220 megawatts of power for power utilization. College also provides canteen facility for the students and teachers in which there is provision or the facility for small Tiffin's and beverages.

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

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

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

From the very inception, the college has two outdoor playgrounds. They had been extensity used for the events to get organized. The college playground is known as football bastion in Dumka District. The College has an open area with shed designated as "gathering place" used for various purposes like departmental activities/programme (painting, rangoli, speech competition etc.) open theatre, yoga center etc. College provides separate common room for girls and boys to relax, study, discussion in free time breaks. Where they could also play various games like chess, cards etc. for refreshment. A large size auditorium with seating capacity for approximately 200 people is also available for various educational and cultural programmes and activities.

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

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

8

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

8

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

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

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

2335270

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

4.2 - Library as a Learning Resource

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

`- Library is automated using Integrated Library Management System (ILMS) Automation of the library using Integrated Library Management (ILMS) is under final stage of process.`

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	`D. Any 1 of the above`

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

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

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

`205900`

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

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

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

60

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

4.3 - IT Infrastructure

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

Institution frequently updates its IT facilities including Wi-Fi The college has a Wi-Fi enabled campus and ICT enable smart classrooms. It is important to understand the importance of technology in education, so that students can experience the latest technologies. The BCA department has a computer lab with 20 computers equipped with ICT facilities. The college has established Wi-Fi network connection which covers almost all the academic buildings. This also enables online classes, learning management system through e –contents like audio, video or PDF materials. The college library is equipped with 3 computers for students to access study material. The college is also registered as a member of N-List, an initiative of MHRD. Automation of the library using Integrated Library Management (ILMS) is under final stage of process. Departments like physics, botany, zoology, and political science have their own set of computers with ICT facilities to enable technology learning space.

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

4.3.2 - Number of Computers

39

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

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

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

4.4 - Maintenance of Campus Infrastructure

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

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

2133770

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

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

There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. This college is a constituent unit of S.K.M University, Dumka. Its funding for campus infrastructure and their maintenance is granted from the Government. For maintenance and utilization,the

laboratories have their own separate staff members. These Staffs were trained by the faculty member time and again for proper updation. The library is also equipped with efficient staff, is responsible for the maintenance of the books and allied activities. A trained electrician takes care of electrical power related maintenances and allied issues. The cleaning staff looks after the cleanliness of the college building and campus under a team of teaching/non-teaching staff. The Hostel superintendent looks after the hostels and maintains other physical facilities of the college with the help of the student prefects. The Principal conduct several meetings to review the overall activity regarding maintenance of the college premises. In this context various committees were also formed to overview all the infrastructural issues and activities.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

4184

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

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

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

4184

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

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

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

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

500

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

500

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

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

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

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

5.2.2.1 - Number of outgoing student progression to higher education

0

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

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

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

0

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

5.3 - Student Participation and Activities

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

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

2

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

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

The student's council at S.P. College, Dumka is a team of motivated individuals who endeavor to uphold the expectations of their fellow students and teaching staff by facilitating several activities and events held for the welfare of the students. Some students are also made members at administrative bodies like the

admission committee,

Hostel Committee

Canteen Committee

Regional Committee

Environmental Committee etc.

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

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

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

3

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

5.4 - Alumni Engagement

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

There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services The alumni meetings have been conducted from time to time but the alumni association has not been registered yet.

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

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

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

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision and Mission

The College, established in 1954, has a continuous record of standard teaching, fair examinations, and strict discipline for the past so many years. The College has proved to be a key factor in the economic and social transformation of this developing region. The College is committed for the holistic development of the students by making them academically excellent, professionally skillful, mentally strong and socially responsible citizens.

It offers Bachelor's Degree with 'Honours' in 19 subjects and Postgraduate level Master's Degree in 3 subjects from all faculty. Presently the college offers various professional programmes Viz. B. Ed, BCA and LLB.

- To impart quality education
- To enable the students to face the challenges of life and needs of society
- To provide education which promotes traditional values,but at the same time focuses upon developing the professional skills of students also, to keep pace with the demands of the changing times.
- To promote community services and social responsibility.
- To provide an environment conducive to teaching and learning
- To create an environment friendly campus.
- To foster the spirit of healthy competition, mutual cooperation and innovative thinking.
- Promote incubation cell for innovation driven activities.

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

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

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

Departments of the institution are given sufficient academic and administrative autonomy, and financial autonomy to a limited extent.

Matters related to Academics such as attendance of students, setting of internal test question papers, conduction and evaluation of internal test, etc. are done independently by the departments. Monitoring syllabus coverage, counseling, arranging special classes for slow learners etc. are done independently by department. Departments are given autonomy to prepare the estimates for future expansion of the departments includes infrastructure, laboratory equipment's, computers, furniture, man power requirement etc.

Further, there are several important bodies/committees in the College which work in tandem with the Principal to ensure the proper functioning and development of the institution, i.e., The Development Committee, The Advisory committee, The Academic Council, The Staff Council, The Finance committee, The Purchase committee, etc. Members of the above stated committees are chosen from the staff and students. In addition to these core committees, several other committees and cells have been formed to take care of different sectors. These committees work in collaboration with the IQAC.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institutional Strategic/ perspective plan is effectively deployed

The institution has efficaciously deployed its strategic plans in an efficient manner, keeping in mind the resources available to it. Various committees have been established which work in tandem with the Principal to address the quality of both academic functioning and physical infrastructure of the College.

Many goals and policies are designed by the IQAC, and executed through various committees. Through these committees the institute has continuously worked for the development of the institution, according to changing demands and requirements.

One activity successfully implemented based on the strategic

plan is the formation of "Placement drive committee" Realizing the importance of growing competition and understand the different needs of the students this committee was successful in securing 32 employment for the students of the year 2022-2023.

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

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

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

The organogram of the college reflects the decentralization of institution and shared responsibility that govern it

- General administration and financial management of the institution is vested in it by the laws and ordinances of the Sido-KanhuMurmu University.
- Principal is responsible for the administration and execution of day to day activities and responsibilities.
- Principal is responsible to supervise and oversee all functioning of the college.
- The HODs co-ordinate with the Principal and respective committees to accomplish departmental academic, financial, and co-curricular requirements.
- The Bursar assists the Principal for the financial management
- The IQAC is responsible for assessing and ensuring the quality in teaching-learning-evaluation process.
- The library-in-charge/Library committee of the college supervise the library operation and functioning
- Administrative staff of the college has a well-defined role and responsibility structure assigned in accordance to the university norms.

In matters of the hierarchy of the staff, their service rules,

promotion procedures, recruitment policy and grievance redressal mechanism, the institution follows the rules and guidelines of UGC, the affiliating university and the Government of Jharkhand.

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

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**B. Any 3 of the above**

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

6.3 - Faculty Empowerment Strategies

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

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

Some of the welfare scheme is available in the Institution for teaching and non –teaching staffs. They are:

- **Service benefits like PF, Gratuity, Group Insurance facility for staff members**
- **Various kinds of leaves: Earned Leave, Child Care Leave, Casual Leave, Sabbatical, Study Leave etc. are given to the faculty members.**
- **Faculty development program (FDP) for faculty members on**

regular basis.
- Jobs on compassionate grounds to family members of the non – teaching staff.
- Salary advance to needy staff members.
- Special leave for women.

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

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

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

0

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

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

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

0

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

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

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

09

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

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

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

The institution has performance based appraisal system for the assessment of teaching and non-teaching staff. The appraisal report is based on the annual performance of the employees on the basis of their academic, research and other extra-currucular activities.

A few strategies are observed in appraising non-teaching staff's performance this includes technical contribution of individuals such as subject knowledge, awareness, productivity, quality, innovation willingness to learn, diligence etc. besides they also assess the behavioral aspects like group behaviour, acceptability, punchtuality etc.

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

6.4 - Financial Management and Resource Mobilization

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

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

The External Financial Audit is conducted by the State Government of Jharkhand as per their schedule. Internal Audit by NRV & Associates CA.

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

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

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

0

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

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

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

College receives funds from Government of India and State Government of Jharkhand. Funds are also generated from a certain portion of Students Fees, etc.

For the efficient allocation and utilization of the resources available, the HOD's and various committees are asked to provide the requisition (for equipment's, laboratory needs, records maintenance needs etc.) at the beginning of the sessions. Budget are finalized and submitted for the final approval. All financial documents and bills are processed by accounts section, Bursar and Principal.

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

6.5 - Internal Quality Assurance System

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

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

Strategies devised for the quality enhancement:

- **Administrative Audit conducted**
- **Planning, implementation and encouragement of curricular and co-curricular activities.**
- **Organizing, monitoring and promoting quality initiatives such as:**

- **Collaboration and MoU**
- **E-content Development**
- **Skill Enhancement**
- **Participative Management Faculty Induction/Development Programmes (FDP/FIP)**
- **Webinars and workshops**
- **Training workshops for non-teaching staff**
- **Publication of the college magazine**

- **Regular meeting of the departments with the Principal and IQAC for Result Analysis**

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

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

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

IQAC is the fundamental base of this institution which plays an active role in enhancing and sustaining the quality of the teaching learning environment.

- **Ensures the outlining of activity calendar of each department for the academic session including both odd and even semesters.**
- **Monitoring the departmental as well as each faculty member's curriculum plan to be followed during semester.**

- Ensures regular departmental meetings for identification of the bottlenecks and timely updating as well as guidance of fast and slow learners.
- Organizes departmental meetings with the Principal to review course-wise,faculty-wise academic results (Output and Outcomes).
- Initiates and administer the process of collection, assessment and follow up of feedbacks from allstakeholders.
- Encourages student centric experiential learning through visits, excursions, hands-on trainingetc.
- Implements mentor-mentee policy to guide and help the students on one-to-one basis.
- Parent Teachers Students interaction (PTSI) and General Assembly meetingfor quality control.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	C. Any 2 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Measures initiated by the Institution for the promotion of gender equity during the year Gender inequality stands as a prominent societal challenge today, and education serves as the most potent tool to confront it. The institution has implemented a range of initiatives aimed at advancing gender equality. These initiatives encompass the adoption of non-discrimination policies, organizing awareness campaigns and workshops, and the assurance of equal opportunities for female students in college events and sports. The institute is committed to promoting gender equality not only in its admission processes but also within its administrative functionality and academic activities. The college's women's cell plays a pivotal role in empowering women through mentorship programs that connect female students with faculty or alumni, offering valuable guidance and support. The members of this cell continually strive towards these goals by offering training programs and workshops on diversity, inclusion, and addressing unconscious bias for faculty, staff, and students. Furthermore, the Women's Cell actively engages with students on various gender-related issues, providing valuable guidance and support in their academic pursuits. In addition to these efforts, the institution has fortified campus security by implementing CCTV installations across the premises.

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

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	C. Any 2 of the above

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

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

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

The institute has taken several initiatives in the alignment of Swachha Bharat Abhiyan in order to develop a sustainable environment on the campus. Solid Waste Management: The waste produced by our institution is divided into two categories: organic and inorganic waste. We handle each of them separately. Organic waste is processed through composting on campus, turning it into valuable compost, which we then utilize for our gardening needs. In various locations, bins are placed to gather inorganic solid waste, which is then picked up by the local Municipality from the college campus. Furthermore, we are committed to transforming our campus into a "plasticfree zone,"

and we actively work towards this goal.

E-waste management: Electronic equipment like computers and their accompanying accessories are gathered and then transferred to retailers. Prior to this, they are stored in a dedicated, isolated room.

Hazardous waste Management: The Laboratories ensure the safe disposal of hazardous chemical waste products while taking into consideration all safety precautions.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus | B. Any 3 of the above

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

7.1.5 - Green campus initiatives include

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

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

B. Any 3 of the above

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

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

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

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**C. Any 2 of the above**

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

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

The institution is dedicated to preserving diversity within its student body, in line with its commitment to fostering an inclusive atmosphere. To achieve this objective, the institute adheres to the government's admission policy, which reserves seats for individuals from various communities with diverse socioeconomic backgrounds, including SC, ST, OBC, EBC, and PH categories. Additionally, a modest fee structure is in place for all students, with fee concessions and scholarships available to certain categories, ensuring access to quality education for those facing economic challenges. Furthermore, our institution actively engages in various initiatives aimed at promoting tolerance and harmony across regional, linguistic, communal, socio-economic, and other diversities. These efforts include organizing special lectures and webinars to cultivate a sense of tolerance and communal unity. To provide an inclusive environment for both students and staff, a variety of cultural programs such as Sohrai, Sarhul, BasantPanchami, and more are organized.

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

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

The institution actively endeavors to promote awareness among its students and staff regarding the principles, rights, obligations, and responsibilities of being citizens. It offers courses and modules that concentrate on constitutional principles, civic responsibilities, and citizenship, ensuring that students establish a solid foundational grasp of their entitlements and duties. The institution commemorates significant national events such as Independence Day and Republic Day, emphasizing India's struggle for freedom, the significance of the Indian constitution, and historical perspectives on its development. Throughout the year, numerous programs are conducted, including National Women's Day, International Yoga Day, Constitution Day, World Environment Day, and National Voters' Day, among others. The institution also conducts periodic blood donation drives on its premises, sensitizing both staff and students to the vital importance of this activity. These initiatives undertaken by the institute cultivate a diverse and inclusive campus environment that fosters a profound sense of belonging among all members of the college community.

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

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	D. Any 1 of the above

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

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

The institution actively observes and arranges a range of national and global commemorative occasions, gatherings, and festivals with the aim of encouraging cultural diversity, nurturing a sense of togetherness, and cultivating a lively campus ambiance. These festivities serve as stages to emphasize significant social, cultural, and historical moments. National and International Day: Independence Day, Republic Day, International women's Day, World Environment Day, International Day of yoga, Gandhi Jayanti, World indigenous day, Teacher's day, Yuva Divas Cultural Program: Holi Milan samaroh, Saraswati Puja Literary and Academic Events: Hindi Diwas, SanthaliSahityaDiwas : Cricket, Football, Handball : Awareness campaigns, Debates, Essay competitions, Painting, Quizzes, Workshops These festivities and gatherings enhance the overall growth of students, nurture feelings of pride and togetherness, and establish an inclusive and dynamic campus atmosphere.

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

7.2 - Best Practices

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

format provided in the Manual.

Mental Health Counseling Centre

The College operates a mental health counseling center within the Department of Psychology, dedicated to promoting awareness of diverse mental health concerns among both students and the wider community. Throughout the pandemic, this center successfully accomplished this objective by organizing various initiatives, such as personal counseling, webinars, and workshops.

Environmental Consciousness Drive

The college has initiated a robust environmental consciousness drive aimed at fostering a greater sense of environmental responsibility among its students and staff. As part of this drive, the college has implemented eco-friendly practices including tree-planting campaigns, organizing clean-up initiatives, and promoting energy-saving measures. These practices underline the significance of preserving local ecosystems and contributing to a more environmentally sustainable world. Students are encouraged to actively participate in these efforts and take responsibility for making a positive impact on the planet.

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

7.3 - Institutional Distinctiveness

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

The college places its highest priority on nurturing students for successful futures through the provision of high-quality, holistic education. This commitment extends to students from all backgrounds, regardless of caste, creed, gender, religion, or economic circumstances. To achieve this mission, the college strictly adheres to a merit-based admission process in alignment with government reservation policies. The college has earned a well-deserved reputation for consistently producing high-achieving students and maintaining academic excellence. Beyond academic knowledge, the institution places a strong emphasis on

cultivating students' overall growth and well-being, preparing them to confront real-world challenges, foster social responsibility, and attain positions of esteem in society. By incorporating human values, environmental awareness, and technology into its educational practices, the college seeks to empower students to reach their full potential. Furthermore, the college is dedicated to empowering female students in all aspects, both academically and personally, by actively promoting gender equality and creating an inclusive environment. To ensure this, the college provides equal support systems and a secure learning environment for girls, employing CCTV monitoring on campus. Since its inception, the college has played a pivotal role in empowering students from socially and economically disadvantaged backgrounds, enhancing their capabilities, and allowing them to shape their own destinies. In doing so, the college has proven to be a catalyst for the economic and social transformation of this developing region.

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

7.3.2 - Plan of action for the next academic year

By implementing the following measures, the College aims to enhance the quality of education and create an environment conducive to the holistic development of students and faculty.

Introduce new courses, add-on/certificate courses, and soft skills training programs.

Create an e-book system for easy access to the library. Establishment of the Language Lab.

Create new posts and regularize temporary (ad hoc) employees.

Promote women's participation and empowerment.

Initiate research and extension activities in the context of NEP 2020.

Conduct webinars, seminars, and conferences throughout the year.

Establish MOUs with institutions/industries for faculty and

student exchange, skill development, and employment opportunities.

Improve ICT infrastructure and physical facilities, including library services and a language lab.

Develop a system for office automation, a college app, digital ID cards, etc.

Conduct workshop/training programs for faculty and nonteaching staff.

Promote activities of NSS and NCC units.

Organize career guidance programs for students and alumni.

Conduct regular Green audits. Collect and recognize feedback from parents.

Regular data collection and update

Alumni linkages

Safety and security

The campus and hostels are well protected with high raised boundary wall.

Strict implementation of anti-ragging, anti-smoking free campus.

Awareness campaigns on women safety and gender sensitivity.

Separate hostels for boys and girls with dedicated wardens.

Separate washrooms for boys and girls in campus.

The institute has installed CCTV on the campus.

Common rooms

Common room is provided exclusively for female students and staff. There is adequate furniture for sitting.