# Yearly Status Report - 2018-2019

| Part A | |
|---|---|
| **Data of the Institution** | |
| **1. Name of the Institution** | **MAHARANI JANKI KUNWAR COLLEGE** |
| Name of the head of the Institution | **DR SURENDRA PRASAD** |
| Designation | **Principal(in-charge)** |
| Does the Institution function from own campus | **Yes** |
| Phone no/Alternate Phone no. | **91890055623** |
| Mobile no. | **9572355255** |
| Registered Email | **mjkcollege@rediffmail.com** |
| Alternate Email | **tathagatbnrj21@gmail.com** |
| Address | **MJK COLLEGE, BETTIAH** |
| City/Town | **BETTIAH** |
| State/UT | **Bihar** |
| Pincode | **845438** |

2. Institutional Status

| Affiliated / Constituent | **Constituent** |
|---|---|
| Type of Institution | **Co-education** |
| Location | **Urban** |
| Financial Status | **state** |
| Name of the IQAC co-ordinator/Director | **DR P.K. CHAKRABORTY** |
| Phone no/Alternate Phone no. | **919431066166** |
| Mobile no. | **9113419043** |
| Registered Email | **pkcmjkmath@gmail.com** |
| Alternate Email | **tathagatbnrj21@gmail.com** |

## 3. Website Address

| Web-link of the AQAR: (Previous Academic Year) | [https://www.mjkcollege.ac.in/wp-content/uploads/2022/12/AQAR2017.pdf](https://www.mjkcollege.ac.in/wp-content/uploads/2022/12/AQAR2017.pdf) |
|---|---|

| **4. Whether Academic Calendar prepared during the year** | **No** |
|---|---|

## 5. Accrediation Details

| Cycle | Grade | CGPA | Year of Accrediation | Validity | |
|---|---|---|---|---|---|
| | | | | Period From | Period To |
| **1** | **B** | **2.39** | **2017** | **30-Apr-2017** | **01-May-2022** |

| **6. Date of Establishment of IQAC** | **05-Feb-2015** |
|---|---|

## 7. Internal Quality Assurance System

| Quality initiatives by IQAC during the year for promoting quality culture | | |
|---|---|---|
| Item /Title of the quality initiative by IQAC | Date & Duration | Number of participants/ beneficiaries |
| **Subscription of NList Inflibnet services** | **19-Mar-2018** **1** | **45** |
| **No Files Uploaded !!!** | | |

**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

| Institution/Department/Faculty | Scheme | Funding Agency | Year of award with duration | Amount |
|---|---|---|---|---|
| SPORTS | TARANG | STATE | 2019 1 | 100000 |
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| | |
|---|---|
| **9. Whether composition of IQAC as per latest NAAC guidelines:** | Yes |
| Upload latest notification of formation of IQAC | View File |
| **10. Number of IQAC meetings held during the year :** | 5 |
| The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website | Yes |
| Upload the minutes of meeting and action taken report | View File |
| **11. Whether IQAC received funding from any of the funding agency to support its activities during the year?** | No |

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

1. Evolving steps to do systematic and regular documentation and preparing of AQAR 2.Upon recommendation of IQAC, solar panels were installed and solar energy was utilized for energy resources in the campus. 3. Website was revamped with new interface and facelift. 4. Subscription of Inflibnet services and awareness programme 5.several core committees were formed by the order of the principal for the smooth functioning of the college.

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

| Plan of Action | Achivements/Outcomes |
|---|---|
| Subscription of Inflibnet | Subscribed and made students aware for its use |
| Installation of solar panels | Installed |
| Extension and outreach activities | NSS and NCC activities |
| No Files Uploaded !!! | |

| | |
|---|---|
| **14. Whether AQAR was placed before statutory body ?** | No |

| | |
|---|---|
| **15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?** | No |
| **16. Whether institutional data submitted to AISHE:** | Yes |
| Year of Submission | 2019 |
| Date of Submission | 15-Feb-2019 |
| **17. Does the Institution have Management Information System ?** | Yes |
| If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words) | Management Information System functioning as prescribed by the university. Website, student, fee payment ,library, admission, alumni, placement training management modules. |

## Part B

### CRITERION I – CURRICULAR ASPECTS

**1.1 – Curriculum Planning and Implementation**

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

Some faculty members are involved in course restructuring and revision committees constituted by University. Work load distribution as per specialization of faculty members. Provision for a departmental moderation committee Examination Control section ensures smooth conduct of examinations. Several faculty members are active members of University appointed examination committee to frame questions papers and evaluate examination scripts. Standard Teaching learning materials are provided to students. And proper documentation is stressed by college administration. Remedial classes for weaker students are arranged regularly. Few major points of the teaching learning culture are : Highly qualified and dedicated faculty. Healthy interaction between students and faculty which goes beyond the classrooms. Learning beyond curriculum. Innovative methods are adopted for teaching and learning process. Remedial classes are held for the students requiring additional help. Well-equipped library for both faculty and students. Excellent collection of rare and latest books and journals. Regular feedback from students to improve teaching and learning methods.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

| Certificate | Diploma Courses | Dates of Introduction | Duration | Focus on employ ability/entreprene urship | Skill Development |
|---|---|---|---|---|---|
| | | No Data Entered/Not Applicable !!! | | | |

**1.2 – Academic Flexibility**

1.2.1 – New programmes/courses introduced during the academic year

| Programme/Course | Programme Specialization | Dates of Introduction |
|---|---|---|

| No Data Entered/Not Applicable !!! | |
|---|---|
| No file uploaded. | |

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

| Name of programmes adopting CBCS | Programme Specialization | Date of implementation of CBCS/Elective Course System |
|---|---|---|
| No Data Entered/Not Applicable !!! | | |

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

|  | Certificate | Diploma Course |
|---|---|---|
| No Data Entered/Not Applicable !!! | | |

## 1.3 – Curriculum Enrichment

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

| Value Added Courses | Date of Introduction | Number of Students Enrolled |
|---|---|---|
| No Data Entered/Not Applicable !!! | | |
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1.3.2 – Field Projects / Internships under taken during the year

| Project/Programme Title | Programme Specialization | No. of students enrolled for Field Projects / Internships |
|---|---|---|
| No Data Entered/Not Applicable !!! | | |
| No file uploaded. | | |

## 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

| Students | Yes |
|---|---|
| Teachers | Yes |
| Employers | Nill |
| Alumni | Yes |
| Parents | Yes |

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

| Feedback Obtained |
|---|
| The curriculum feedback collected is represented to the University with Principal's approval. Based on the Institutional Hierarchical Framework, Feedback can be broadly classified in to two levels. The department level feedback that are discussed in the department meeting and necessary initiatives and measures that are taken with the consent of the principal. The college level feedback analyzed by the Academic Council Members (ACM) headed by the principal. On a regular basis our Institute connects with all its stake holders to collect feedback to utilize them for overall development of the institution. Different types of Feedback taken throughout the Academic Year with Stakeholders given as follows: Feedback are collected from the following groups identified as stakeholders Current students Alumni Faculty Parents Employers Based on all the feedback collected, ACM meeting is conducted on regular basis which is presided over by the principal. These meetings concentrate much on the following key aspects of effective institutional administration. Preventive |

measures against negative feedbacks. Upcoming schedules, issues to be addressed at institutional / administrative level. Planning of various activities and guidelines for department faculty and students. To ensure the functioning of the institution in a transparent manner based on the feedback collected from various stakeholders. The minutes of previous meetings are presented, scope for improvement is discussed and measures to be taken to ensure the fluidity and functionality of the administration is decided upon.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

| Name of the Programme | Programme Specialization | Number of seats available | Number of Application received | Students Enrolled |
|---|---|---|---|---|
| BA | TDC | 2800 | 7000 | 2800 |
| BSc | TDC | 350 | 1200 | 350 |
| MA | PG | 300 | 600 | 300 |
| No file uploaded. | | | | |

### 2.2 – Catering to Student Diversity

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

| Year | Number of students enrolled in the institution (UG) | Number of students enrolled in the institution (PG) | Number of fulltime teachers available in the institution teaching only UG courses | Number of fulltime teachers available in the institution teaching only PG courses | Number of teachers teaching both UG and PG courses |
|---|---|---|---|---|---|
| 2018 | 6500 | 600 | 20 | 12 | 12 |

### 2.3 – Teaching - Learning Process

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

| Number of Teachers on Roll | Number of teachers using ICT (LMS, e-Resources) | ICT Tools and resources available | Number of ICT enabled Classrooms | Numberof smart classrooms | E-resources and techniques used |
|---|---|---|---|---|---|
| 20 | 8 | 1 | 1 | 1 | 1 |
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| No file uploaded. | | | | | |

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

In our institution, mentoring system has been introduced from 2013-2014, for establishing a better and effective relationship between student and teacher and also continuously monitor, council and guide students in educational and personal matter. All teachers work as mentors for students allotted to them. The students must feel to confide in their mentors. This is a continuous process till the end of academic career of student. The aim of student mentor-ship is – 1. To enhance teacher –student relationship. 2. To enhance student's academic performance and attendance. 3. To minimize student's dropout ratio. 4. To monitor the student's regularity and discipline. 5. To enable the parents to know about the performance of regularity of wards. The IQAC had taken the initiative of implementing the mentoring of students. Students are based on the streams of studies and also according to their core subjects. They are divided into groups of 20-25 students. Mentors maintain and update the mentoring format after collecting all necessary information. Mentors are expected to offer guidance and counselling as and when they required. It is the practice of mentors to meet students individually or in groups. In isolated cases parents are called for counselling and their special meeting with the principal at the suggestion of the mentor. If a student is identified as having weakness in particular subject, it is duty of mentor to apprise the

concerned subject teacher. At least 3 to 4 meeting are arranged by mentors for their mentee in each semester. Though, the system has only been implemented in the last few years, significant improvement int he teacher – student relationship is observed. This system has been useful in identifying slow and advanced learner ad through a careful examination of each mentors report the college has organized 'Remedial Classes' in identified topics. HOD will meet all mentors of his/her department at least once in a month to review paper implementation of system. Advice mentors wherever necessary. Type of mentoring done in our institution are- 1. Professional Guidance – Regarding professional goals, selection of career and higher education. 2. Career Advancements – Regarding self-employment, entrepreneurship development, opportunities, morale, honesty, integrity required for career growth. 3. Coursework Specific – Regarding attendance and performance in present semester and overall performance in the previous semester. 4. Lab Specific – Regarding Do's and Dont's in the lab. Outcomes of the system a) The attendance percentage of the students has increase to greater extend. b) The number of detainment of students has decrease consistently. c) Due to direct communication between mentor and the student, there was good improvement in student-teacher relationship.

| Number of students enrolled in the institution | Number of fulltime teachers | Mentor : Mentee Ratio |
|:---:|:---:|:---:|
| 8000 | 20 | 1:400 |

## 2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

| No. of sanctioned positions | No. of filled positions | Vacant positions | Positions filled during the current year | No. of faculty with Ph.D |
|:---:|:---:|:---:|:---:|:---:|
| 65 | 20 | 45 | 3 | 17 |

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

| Year of Award | Name of full time teachers receiving awards from state level, national level, international level | Designation | Name of the award, fellowship, received from Government or recognized bodies |
|:---:|:---:|:---:|:---:|
| No Data Entered/Not Applicable !!! | | | |
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## 2.5 – Evaluation Process and Reforms

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

| Programme Name | Programme Code | Semester/ year | Last date of the last semester-end/ year- end examination | Date of declaration of results of semester- end/ year- end examination |
|:---:|:---:|:---:|:---:|:---:|
| BA | TDC | YEAR | 14/08/2018 | 28/09/2018 |
| BSc | TDC | YEAR | 14/08/2018 | 28/09/2018 |
| MA | PG | SEMESTER | 21/11/2018 | 24/01/2019 |
| No file uploaded. | | | | |

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

The Continuous internal assessment evaluation of the students is an integral part of the teaching-learning process. The students have been encouraged continuously to study sincerely for the improvement of their performance in our college. The college has an examination committee to carry out the effective implementation of internal assessment and college examination. The University has introduced semester pattern of examination from for the faculty of Arts at Post Graduate level. The examinations evaluation process of all the disciplines are conducted by the University in the end of each semester. Declaration of the

result is time bound programme. The college has also implemented various reforms in internal evaluation system. At the beginning of each semester, the students are instructed about the syllabus and evaluation process. The formative approach to evaluate student's achievements includes various academic activities, e.g. Seminars Presentation, Group Discussion, Unit Tests, Assignments and Project Submission etc. The Students knowledge of the subject is evaluated on the basis of their presentation skill, communication skill and language fluency. The Unit Tests are conducted which includes subjective and objective type questions. The students are asked to submit home assignments within proper time schedule. Group discussion is arranged by the faculty in the class room. The internal examination committee plans and implements internal assessment process to evaluate the students' performance prior to university examination. The internal examination schedule is coordinated with the academic calendar. The college takes care to maintain the confidentiality in the work of internal examination process. Whenever there is a change in the evaluation method as per direction of university, it is communicated to the faculty by circulating a copy of the university direction. The utmost care is taken for the maximum attendance of the students. The results of the internal examinations are published as early as possible. The concerned subject teachers conduct a personal interface meeting with the students. The students are apprised of their strength and weaknesses for further improvement.The results are analyzed to identify slow and advanced learners. The IQAC monitors the evaluation process in its meetings and provides suggestions for improvement.

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

Academic Calendar and Lesson Plans of all courses are prepared and adhered to for teaching and evaluation process according to the University guidelines as and when required.

## 2.6 – Student Performance and Learning Outcomes

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

No Data Entered/Not Applicable !!!

2.6.2 – Pass percentage of students

| Programme Code | Programme Name | Programme Specialization | Number of students appeared in the final year examination | Number of students passed in final year examination | Pass Percentage |
|---|---|---|---|---|---|
| Nill | BA | TDC | 1800 | 1220 | 64 |
| Nill | BSc | TDC | 165 | 105 | 55.8 |
| Nill | MA | PG | 150 | 92 | 70 |
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## 2.7 – Student Satisfaction Survey

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

IN PROGRESS

# CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

## 3.1 – Resource Mobilization for Research

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

| Nature of the Project | Duration | Name of the funding agency | Total grant sanctioned | Amount received during the year |
|---|---|---|---|---|
| No Data Entered/Not Applicable !!! | | | | |
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## 3.2 – Innovation Ecosystem

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

| Title of workshop/seminar | Name of the Dept. | Date |
|---|---|---|
| No Data Entered/Not Applicable !!! | | |

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

| Title of the innovation | Name of Awardee | Awarding Agency | Date of award | Category |
|---|---|---|---|---|
| No Data Entered/Not Applicable !!! | | | | |
| No file uploaded. | | | | |

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

| Incubation Center | Name | Sponsored By | Name of the Start-up | Nature of Start-up | Date of Commencement |
|---|---|---|---|---|---|
| No Data Entered/Not Applicable !!! | | | | | |
| No file uploaded. | | | | | |

## 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

| State | National | International |
|---|---|---|
| No Data Entered/Not Applicable !!! | | |

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

| Name of the Department | Number of PhD's Awarded |
|---|---|
| No Data Entered/Not Applicable !!! | |

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

| Type | Department | Number of Publication | Average Impact Factor (if any) |
|---|---|---|---|
| Nill | Philosophy | 1 | Nill |
| No file uploaded. | | | |

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

| Department | Number of Publication |
|---|---|
| Philosophy | 1 |
| Geography | 1 |
| No file uploaded. | |

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

| Title of the Paper | Name of Author | Title of journal | Year of publication | Citation Index | Institutional affiliation as mentioned in | Number of citations excluding self |
|---|---|---|---|---|---|---|

|  |  |  |  | the publication | citation |
| --- | --- | --- | --- | --- | --- |
| No Data Entered/Not Applicable !!! | | | | | |
| No file uploaded. | | | | | |

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

| Title of the Paper | Name of Author | Title of journal | Year of publication | h-index | Number of citations excluding self citation | Institutional affiliation as mentioned in the publication |
| --- | --- | --- | --- | --- | --- | --- |
| No Data Entered/Not Applicable !!! | | | | | | |
| No file uploaded. | | | | | | |

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

| Number of Faculty | International | National | State | Local |
| --- | --- | --- | --- | --- |
| Attended/Seminars/Workshops | Nill | 1 | 1 | 4 |
| No file uploaded. | | | | |

## 3.4 – Extension Activities

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

| Title of the activities | Organising unit/agency/ collaborating agency | Number of teachers participated in such activities | Number of students participated in such activities |
| --- | --- | --- | --- |
| No Data Entered/Not Applicable !!! | | | |
| No file uploaded. | | | |

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

| Name of the activity | Award/Recognition | Awarding Bodies | Number of students Benefited |
| --- | --- | --- | --- |
| No Data Entered/Not Applicable !!! | | | |
| No file uploaded. | | | |

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

| Name of the scheme | Organising unit/Agency/collaborating agency | Name of the activity | Number of teachers participated in such activites | Number of students participated in such activites |
| --- | --- | --- | --- | --- |
| Swach bharat Abhiyaan | NSS | Cleanliness drive | 5 | 45 |
| World Aids Day | NSS | Awareness | 3 | 45 |
| No file uploaded. | | | | |

## 3.5 – Collaborations

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

| Nature of activity | Participant | Source of financial support | Duration |
| --- | --- | --- | --- |
| No Data Entered/Not Applicable !!! | | | |

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

| Nature of linkage | Title of the linkage | Name of the partnering institution/ industry /research lab with contact details | Duration From | Duration To | Participant |
|---|---|---|---|---|---|
| No Data Entered/Not Applicable !!! | | | | | |
| No file uploaded. | | | | | |

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

| Organisation | Date of MoU signed | Purpose/Activities | Number of students/teachers participated under MoUs |
|---|---|---|---|
| No Data Entered/Not Applicable !!! | | | |
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# CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

## 4.1 – Physical Facilities

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

| Budget allocated for infrastructure augmentation | Budget utilized for infrastructure development |
|---|---|
| 6 | 6 |

4.1.2 – Details of augmentation in infrastructure facilities during the year

| Facilities | Existing or Newly Added |
|---|---|
| Class rooms | Existing |
| No file uploaded. | |

## 4.2 – Library as a Learning Resource

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

| Name of the ILMS software | Nature of automation (fully or patially) | Version | Year of automation |
|---|---|---|---|
| Nill | Nill | Nill | 2023 |

4.2.2 – Library Services

| Library Service Type | Existing | Newly Added | Total |
|---|---|---|---|
| No Data Entered/Not Applicable !!! | | | |
| No file uploaded. | | | |

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives &amp; institutional (Learning Management System (LMS) etc

| Name of the Teacher | Name of the Module | Platform on which module is developed | Date of launching e-content |
|---|---|---|---|
| No Data Entered/Not Applicable !!! | | | |

## 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

| Type | Total Computers | Computer Lab | Internet | Browsing centers | Computer Centers | Office | Departments | Available Bandwidth (MBPS/ GBPS) | Others |
|------|------|------|------|------|------|------|------|------|------|
| Existing | 20 | 1 | 1 | 1 | 1 | 1 | 16 | 1 | 0 |
| Added | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total | 22 | 1 | 1 | 1 | 1 | 1 | 16 | 1 | 0 |

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

| 50 MBPS/ GBPS |
|---|

4.3.3 – Facility for e-content

| Name of the e-content development facility | Provide the link of the videos and media centre and recording facility |
|---|---|
| No Data Entered/Not Applicable !!! ||

## 4.4 – Maintenance of Campus Infrastructure

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

| Assigned Budget on academic facilities | Expenditure incurred on maintenance of academic facilities | Assigned budget on physical facilities | Expenditure incurredon maintenance of physical facilites |
|---|---|---|---|
| 1 | 1 | 2 | 2 |

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

| No Data Entered/Not Applicable !!! |
|---|

# CRITERION V – STUDENT SUPPORT AND PROGRESSION

## 5.1 – Student Support

5.1.1 – Scholarships and Financial Support

|  | Name/Title of the scheme | Number of students | Amount in Rupees |
|---|---|---|---|
| Financial Support from institution | Nill | Nill | Nill |
| Financial Support from Other Sources |  |  |  |
| a) National | State level and NSP | Nill | Nill |
| b)International | Nill | Nill | Nill |
| No file uploaded. ||||

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

| Name of the capability | Date of implemetation | Number of students | Agencies involved |
|---|---|---|---|

| enhancement scheme | | enrolled | |
| --- | --- | --- | --- |
| **No Data Entered/Not Applicable !!!** | | | |
| **No file uploaded.** | | | |

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

| Year | Name of the scheme | Number of benefited students for competitive examination | Number of benefited students by career counseling activities | Number of students who have passedin the comp. exam | Number of studentsp placed |
| --- | --- | --- | --- | --- | --- |
| **2018** | **PRE EXAMINATION CENTRE** | **60** | **60** | **14** | **14** |
| **No file uploaded.** | | | | | |

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

| Total grievances received | Number of grievances redressed | Avg. number of days for grievance redressal |
| --- | --- | --- |
| **48** | **48** | **14** |

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

| On campus | | | Off campus | | |
| --- | --- | --- | --- | --- | --- |
| Nameof organizations visited | Number of students participated | Number of stduents placed | Nameof organizations visited | Number of students participated | Number of stduents placed |
| **No Data Entered/Not Applicable !!!** | | | | | |
| **No file uploaded.** | | | | | |

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

| Year | Number of students enrolling into higher education | Programme graduated from | Depratment graduated from | Name of institution joined | Name of programme admitted to |
| --- | --- | --- | --- | --- | --- |
| **2018** | **18** | **BSC** | **MATH** | **IIT** | **MSC** |
| **No file uploaded.** | | | | | |

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

| Items | Number of students selected/ qualifying |
| --- | --- |
| **NET** | **3** |
| **No file uploaded.** | |

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

| Activity | Level | Number of Participants |
| --- | --- | --- |
| **KHO KHO** | **UNIVERSITY** | **35** |
| **No file uploaded.** | | |

**5.3 – Student Participation and Activities**

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

| Year | Name of the award/medal | National/ Internaional | Number of awards for Sports | Number of awards for Cultural | Student ID number | Name of the student |
|------|------------------------|------------------------|-----------------------------|-------------------------------|-------------------|---------------------|
| No Data Entered/Not Applicable !!! | | | | | | |
| No file uploaded. | | | | | | |

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

The College Union is organized with the following objectives 1.To train the students of the college in parliament democracy so that they may be responsible future citizens of India, aware of their duties, responsibilities and rights. 2.To promote opportunities for the development of character, leadership, efficiency and spirit of service among students. 3.To organize cultural programs, quizzes, debates, seminars, work squads, touring parties etc. so that the students may acquire knowledge on current topics and develop deep thinking about them. 4.To encourage extracurricular activities like Youth Festival, Sports Meet etc. that are conducive to the above objectives. The election to the College Union is conducted on the parliamentary model

**5.4 – Alumni Engagement**

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

No Data Entered/Not Applicable !!!

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

No Data Entered/Not Applicable !!!

5.4.4 – Meetings/activities organized by Alumni Association :

No Data Entered/Not Applicable !!!

# CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

**6.1 – Institutional Vision and Leadership**

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

Practices of decentralization and participative management during 2018-2019 Institution practices Decentralization and Participative Management. The success of an institution is the result of the combined efforts of all who work towards attaining the vision of the institution. Right from the President of the Management Committee to the staff and students, all the stakeholders have a role to play in building of the college. Their involvement and cooperation in devising and implementing decision making policies for academic and administrative affairs through various bodies and committees have contributed to the growth of the college. Institution focuses keen on decentralization by intending equal opportunity (equal role to participate is the functioning of the Institution management comprises of management committee, college governing council and each committee has been provided with specific functions cater to

the needs of institution for the ongoing progress and development of the Institution. Management committee takes case of infrastructure facilities which fulfil the quality and the required needs of the higher education bodies to reach the set goals or bench -marks of the Institution. It also extends all the amenities for the teaching and nonteaching faculty and students. College Governing Council takes care of financial management and the implementation of facilities for the institution with the cries to upgrade the standard of amenities which supports effectively the teaching learning and research aspects. It guides and articulates the available resources and provides freehand to the head of the Institution to carry out the activities in order to reach the expected maximum standard in turn to motivate the teaching and non teaching faculty to work according to the goal set. Teacher guardian committee is available in college taking care of students from first year of student's admission. The Principal, Heads of the departments, teaching and non teaching faculty along with student union members, class student representatives together concentrate on fostering the progress of institution by sharing the responsibilities and participate growth of institution and to act according to the aims and objectives of the Institution. 1. Principal Level Principal is the member secretary of the governing body and chairperson of the IQAC. The Principal in consultation with the Teachers of different committees for planning and implementation of different academic, student administration and related policies. All academic and operational policies are based on the unanimous decision of the governing body, the IQAC and the teachers of the college. ? Internal Quality Assurance Cell (IQAC) ? Library Management Committee ? NSS Committee , Extension Activities Students Welfare Committee ? Annual Prize Distribution Committee ? Publicity Public Relation Establishment Committee ? Prospectus Committee ? U.G.C. Affairs Committee ? Website Development committee ? College Annual Magazine Committee ? Environment Awareness ,Green Audit and Garden committee ? Alumni Association Monitoring Committee ? Students Grievance Redressal Committee ? Purchasing and Building Maintenance Committee ? College Students Monitoring Committee ? Sports Committee ? Educational Tours, Result Analysis, Students Seminar and project committee government body for the session 2018-19.

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

Yes

## 6.2 – Strategy Development and Deployment

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

| Strategy Type | Details |
| --- | --- |
| Curriculum Development | UNIVERSITY GUIDELINES ARE STRICTLY FOLLOWED |
| Teaching and Learning | ICT enabled teaching , remedial classes |
| Examination and Evaluation | UNIVERSITY GUIDELINES ARE STRICTLY FOLLOWED |
| Research and Development | Workshops for ability enhancement, and awareness regarding plagiarism |
| Library, ICT and Physical Infrastructure / Instrumentation | Workshops for ability enhancement |
| Admission of Students | UNIVERSITY GUIDELINES ARE STRICTLY FOLLOWED |
| Human Resource Management | Workshops for ability enhancement |

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

| E-governace area | Details |
|---|---|
| **Administration** | **Revamped website** |
| **Student Admission and Support** | **ERP by university** |

## 6.3 – Faculty Empowerment Strategies

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

| Year | Name of Teacher | Name of conference/ workshop attended for which financial support provided | Name of the professional body for which membership fee is provided | Amount of support |
|---|---|---|---|---|
| **No Data Entered/Not Applicable !!!** | | | | |
| **No file uploaded.** | | | | |

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

| Year | Title of the professional development programme organised for teaching staff | Title of the administrative training programme organised for non-teaching staff | From date | To Date | Number of participants (Teaching staff) | Number of participants (non-teaching staff) |
|---|---|---|---|---|---|---|
| **No Data Entered/Not Applicable !!!** | | | | | | |
| **No file uploaded.** | | | | | | |

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

| Title of the professional development programme | Number of teachers who attended | From Date | To date | Duration |
|---|---|---|---|---|
| **No Data Entered/Not Applicable !!!** | | | | |
| **No file uploaded.** | | | | |

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

| Teaching | | Non-teaching | |
|---|---|---|---|
| Permanent | Full Time | Permanent | Full Time |
| **No Data Entered/Not Applicable !!!** | | | |

6.3.5 – Welfare schemes for

| Teaching | Non-teaching | Students |
|---|---|---|
| **No Data Entered/Not Applicable !!!** | | |

## 6.4 – Financial Management and Resource Mobilization

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

| **IN PROGRESS** |
|---|

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

| Name of the non government funding agencies /individuals | Funds/ Grnats received in Rs. | Purpose |
|---|---|---|
| No Data Entered/Not Applicable !!! | | |
| No file uploaded. | | |

6.4.3 – Total corpus fund generated

| No Data Entered/Not Applicable !!! |
|---|

## 6.5 – Internal Quality Assurance System

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

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

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

Each department conducted Parent- Teacher- Student meetings after every termly / internal examination. This helps to understand the problems faced by the students that hinder them in studying. Departments hold regular meetings with Parents, to provide them feedback about the progress and shortfalls of their wards. Proficiency awards and Scholarships are given by the PTA which helps to generate a healthy competition among the students and inspire them to excel in studies.

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

Loan facility, Training programmes, Allowances

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

Various seminars and workshops were organized for boosting the academic outlook of faculty and students in various aspects of arts and science. College canteen renovated. Website revamped.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

| Year | Name of quality initiative by IQAC | Date of conducting IQAC | Duration From | Duration To | Number of participants |
|---|---|---|---|---|---|
| 2018 | INFLIBNET awareness and use programme | 14/03/2018 | 07/08/2018 | 07/08/2018 | 45 |
| No file uploaded. | | | | | |

# CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

## 7.1 – Institutional Values and Social Responsibilities

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

year)

| Title of the programme | Period from | Period To | Number of Participants | |
|---|---|---|---|---|
| | | | Female | Male |
| No Data Entered/Not Applicable !!! | | | | |

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

| Percentage of power requirement of the University met by the renewable energy sources |
|---|
| College believes in promoting a society which cares for the environment: cares to protect, preserve and conserve. Realizing the importance of sustainable development many activities are undertaken to make the campus environmentally friendly and students sensitive to ecological issues. The college uses solar lights. Constant effort to minimize waste generated in the labs is made. We have gone paper free by introducing an online application process for student admissions. The NCC unit of the college has taken upon itself the onus to spread awareness and provide students several platforms to discuss the various pressing environmental issues and deliberate on appropriate solutions towards the same. This year started with the first event, Swach Bharat Abhijan at M.J.K College. Collaborations and tie-ups with various NGOs have given birth to constructive steps. The college NCC unit did a commendable job during this year's devastating flood in North Bihar. Just like paper, we also collected e-waste from students in the college, which we got recycled with the help of the NGO, Attero. We have a number of informal interactions with society members on the latest environmental issues. |

7.1.3 – Differently abled (Divyangjan) friendliness

| Item facilities | Yes/No | Number of beneficiaries |
|---|---|---|
| Ramp/Rails | Yes | 67 |

7.1.4 – Inclusion and Situatedness

| Year | Number of initiatives to address locational advantages and disadvantages | Number of initiatives taken to engage with and contribute to local community | Date | Duration | Name of initiative | Issues addressed | Number of participating students and staff |
|---|---|---|---|---|---|---|---|
| No Data Entered/Not Applicable !!! | | | | | | | |
| No file uploaded. | | | | | | | |

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

| Title | Date of publication | Follow up(max 100 words) |
|---|---|---|
| No Data Entered/Not Applicable !!! | | |

7.1.6 – Activities conducted for promotion of universal Values and Ethics

| Activity | Duration From | Duration To | Number of participants |
|---|---|---|---|
| No Data Entered/Not Applicable !!! | | | |
| No file uploaded. | | | |

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

Plantation drives E-file system Energy conservation drives Waste disposal

## 7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

<div style="color:red; text-align:center">No Data Entered/Not Applicable !!!</div>

## 7.3 – Institutional Distinctiveness

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

M.J.K College is committed to the pursuit of excellence in higher educabon, character building, total development of personality and responsible cibzenship. Strategies to achieve these goals include Pursuit of Excellence: (a) Optimum transparency in admission of students and faculty appointments, upholding merit as the foremost criterion. (b) maintenance of a robust work culture (c) discipline combined with freedom of thought and expression (d) a sense of nabonal consciousness. Character building: Is woven into the total learning environment. Students are encouraged to be honest and hardworking, courteous in behaviour towards all, faculty members to be caring and responsive, and emphasis is laid on personal dignity as well as simplicity and austerity in the total life of the college. Total Development of Personality: Class-room teaching is complemented with a wide range of co- curricular ativities. Discipline: The College understands 'discipline' as the ability to uphold universal values in day-to-day work and conduct. A5tudes to life based on expediency or self-aggrandizement are discouraged. Discipline is balanced with freedom, lest it gets equated with mere conformity, which undermines personality development. The mission of the College: Is to educate young men and women within a framework of liberal and republican values, to equip them to excel in the service of the nation and to attain optimum personal fulfilment by leading a values-based life. CommunicaCon: The vision and goals stated above are communicated to the enbre student body in two broad ways. (a) by transferring the vision to the teaching fraternity through frequent interacbons that are informal in nature (b) A more formal strategy is used in respect of the students. Through morning assembles, aVended by all first year students, the Principal addresses the students and educates them in these respects. The college has a large number of scholarships to promote the pursuit of excellence. Innumerable scholarly acbvibes –including seminars, conferences and workshops-are organized to reinforce this. In all of these, students and teachers work closely together. Tutorials and lectures are conducted with utmost regularity. Teacher truancy is virtually absent in our college. This total ambience disbnguished by an earnest and dedicated a5tude to work as well as to the welfare of students is the most powerful communication there can be.

| Provide the weblink of the institution |
| --- |
|  |

## 8.Future Plans of Actions for Next Academic Year

IQAC - Plan of action to be decided upon at the beginning of the year. Academics o. To offer interdisciplinary seminars, workshops and conferences. o. Add-on courses to increase the number of options/electives for students • • • • • • Development Programmes and Collaborations o. To encourage Faculty to start thinking about new courses o. To firm up Faculty and student exchange programmes Research and Innovations o. Enhance research funding o. To explore possibilities for active industry participation Instituitional Social Initiatives o. Eco-friendly measures o. Implement the existing awareness programmes on environmental issues. Welfare Programmes o. Evolve a scheme for Non-Teaching staff o. Explore housing benefits for more Teaching staff o. Offer Student internships

Administrative Infrastructural development and digitization. o Offer specific and targeted training. o Forum for redressal of grievances and reduce turnaround time.