National Institutional Ranking Framework
Ministry of Education
Government of India
Welcome to Data Capturing System: COLLEGE

Submitted Institute Data for NIRF'2024'

Institute Name: College of Commerce [IR-C-C-12943]

Sanctioned (Approved) Intake

Academic Year	2022-23	2021-22	2020-21	2019-20	2018-19	2017-18
UG [3 Years Program(s)]	3998	3998	3998	-	-	-
PG [2 Year Program(s)]	1828	1828	-	-	-	-

Total Actual Student Strength (Program(s) Offered by Your Institution)

(All programs of all years)	No. of Male Students	No. of Female Students	Total Students	Within State (Including male & female)	Outside State (Including male & female)	Outside Country (Including male & female)	Economically Backward (Including male & female)	Socially Challenged (SC+ST+OBC Including male & female)	No. of students receiving full tuition fee reimbursement from the State and Central Government	No. of students receiving full tuition fee reimbursement from Institution Funds	No. of students receiving full tuition fee reimbursement from the Private Bodies	No. of students who are not receiving full tuition fee reimbursement
UG [3 Years Program(s)]	6040	4349	10389	10389	0	0	323	7100	2974	0	0	4449
PG [2 Year Program(s)]	1360	2021	3381	3381	0	0	6	2230	2230	0	0	6

Placement & Higher Studies

UG [3 Years Program(s)]: Placement & higher studies for previous 3 years

Academic Year	No. of first year students intake in the year	No. of first year students admitted in the year	Academic Year	No. of students graduating in minimum stipulated time	No. of students placed	Median salary of placed graduates(Amount in Rs.)	No. of students selected for Higher Studies
2018-19	3207	2901	2020-21	2796	315	262000(Two lakhs sixty two thousand only)	2350
2019-20	3535	3146	2021-22	3052	435	300000(Three lakhs only)	2430
2020-21	3998	3581	2022-23	2793	313	220000(Two Lakh Twenty Thousand Only)	1307

PG [2 Years Program(s)]: Placement & higher studies for previous 3 years

Academic Year	No. of first year students intake in the year	No. of first year students admitted in the year	Academic Year	No. of students graduating in minimum stipulated time	No. of students placed	Median salary of placed graduates(Amount in Rs.)	No. of students selected for Higher Studies
2019-20	1828	1479	2020-21	1452	163	240000(Two lakhs forty thousand only)	1270
2020-21	1828	1688	2021-22	1663	197	300000(Three lakhs only)	1452

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2021-22	1828	1753	2022-23	1309	73	250000(Two Lakh Fifty Thousand Only)	155

Financial Resources: Utilised Amount for the Capital expenditure for previous 3 years

Academic Year	2022-23	2021-22	2020-21
	Utilised Amount	Utilised Amount	Utilised Amount
Annual Capital Expenditure on Academic Activities and Resources (excluding expenditure on buildings)			
Library	378300 (Three Lakh Seventy Eight Thousand three hundred only)	1189075 (Eleven lakhseighty nine thousand seventy five only)	193787 (One lakh ninety three thousand eighty seven only)
New Equipment for Laboratories	3309105 (thirty three lakh nine thousand one hundred five)	603274 (Six lakhs thirty two thousand seventy four only)	1799945 (Seventeen lakhs ninety nine thousand forty five only)
Other expenditure on creation of Capital Assets (excluding expenditure on Land and Building)	15880723 (One crore fifty eight lakh eighty thousand seven hundred twenty three)	17076417 (One crore seventy lakhs seventy six thousand four hundred seventeen only)	3857089 (Thirty eight lakhs fifty seven thousand eighty nine only)

Financial Resources: Utilised Amount for the Operational expenditure for previous 3 years

Academic Year	2022-23	2021-22	2020-21
	Utilised Amount	Utilised Amount	Utilised Amount
Annual Operational Expenditure			
Salaries (Teaching and Non Teaching staff)	137986352 (Thirteen crore seventy nine lakh eighty six thousand three hundred fifty two only)	364432812 (Thirty six crores forty four lakhs thirty two thousand eight hundred twelve only)	366512302 (Thirty six crores sixty five lakhs twelve thousand three hundred two only)
Maintenance of Academic Infrastructure or consumables and other running expenditures(excluding maintenance of hostels and allied services,rent of the building, depreciation cost, etc)	10626675 (one crore six lakh twenty six thousand six hundred seventy five only)	199460251 (Nineteen crore ninety four lakhssixty thousand two hundred fifty one)	230090626 (Twenty three crores ninety thousand twenty six only)
Seminars/Conferences/Workshops	1270000 (twelve lakh seventy thousandonly)	222918 (Two lakhs twenty two thousand nine hundred eighteen only)	0 (Zero)

PCS Facilities: Facilities of physically challenged students

1. Do your institution buildings have Lifts/Ramps?	Yes, more than 80% of the buildings
2. Do your institution have provision for walking aids, including wheelchairs and transportation from one building to another for handicapped students?	Yes
3. Do your institution buildings have specially designed toilets for handicapped students?	Yes, more than 40% of the buildings

Faculty Details

Srno	Name	Age	Designation	Gender	Qualification	Experience (In Months)	Currently working with institution?	Joining Date	Leaving Date	Association type
1	Padmini Prasad	63	Professor	Female	Ph.D	486	Yes	07-11-1996	--	Regular
2	Imteyaz Hassan	62	Professor	Male	Ph.D	486	Yes	06-11-1996	--	Regular
3	Jagdish Prasad	57	Associate Professor	Male	Ph.D	424	Yes	07-11-1996	--	Regular
4	RAJENDRA PRASAD GUPTA	65	Professor	Male	Ph.D	486	Yes	04-11-1996	--	Regular
5	RAM UDDESHYA SINGH	61	Associate Professor	Male	Ph.D	456	Yes	16-12-2003	--	Regular
6	ANITA DAS	62	Associate Professor	Female	Ph.D	468	Yes	21-07-2003	--	Regular

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7	RASHMI AKHOURY	63	Professor	Female	Ph.D	486	Yes	06-11-1996	--	Regular
8	RAMESH CHANDRA CHOUDHARY	60	Associate Professor	Male	Ph.D	462	Yes	05-11-1996	--	Regular
9	Mridula Kumari	59	Associate Professor	Female	Ph.D	344	Yes	05-11-1996	--	Regular
10	Kumar Chandradeep	57	Professor	Male	Ph.D	333	Yes	04-11-1996	--	Regular
11	Saloni Prasad	60	Professor	Female	Ph.D	338	Yes	04-11-1996	--	Regular
12	Ashok Kumar	63	Associate Professor	Male	Ph.D	240	Yes	03-07-2003	--	Regular
13	Aditi	55	Associate Professor	Female	Ph.D	258	Yes	19-07-2003	--	Regular
14	Abhay Kumar	66	Assistant Professor	Male	Ph.D	340	Yes	05-11-1996	--	Regular
15	Mangala Rani	62	Professor	Female	Ph.D	418	Yes	07-03-1990	--	Regular
16	Kanchana Singh	65	Professor	Female	Ph.D	342	Yes	07-11-1996	--	Regular
17	Shreekant Singh	57	Professor	Male	Ph.D	424	Yes	06-11-1996	--	Regular
18	Dinesh Prasad Singh	62	Professor	Male	Ph.D	342	Yes	05-11-1996	--	Regular
19	Binod Kumar Mangalam	58	Associate Professor	Male	Ph.D	340	Yes	08-11-1996	--	Regular
20	Safdar Imam Kadri	59	Assistant Professor	Male	Ph.D	387	Yes	16-10-1992	--	Regular
21	Tarique Fatmi	64	Associate Professor	Male	Ph.D	341	Yes	05-11-1996	--	Regular
22	Akabar Ali	59	Associate Professor	Male	Ph.D	260	Yes	11-08-2003	--	Regular
23	Indira Sinha	61	Professor	Female	Ph.D	341	Yes	05-11-1996	--	Regular
24	Arvind Adityaraj	58	Professor	Male	Ph.D	339	Yes	05-11-1996	--	Regular
25	Rachna Suchinmayee	59	Professor	Female	Ph.D	339	Yes	05-11-1996	--	Regular
26	Anil Kumar	59	Professor	Male	Ph.D	339	Yes	07-11-1996	--	Regular
27	Dinesh Kumar	62	Professor	Male	Ph.D	341	Yes	07-11-1996	--	Regular
28	Nutan Sinha	64	Professor	Female	Ph.D	341	Yes	05-11-1996	--	Regular
29	Shubha Prasad	64	Professor	Female	Ph.D	400	Yes	26-07-1991	--	Regular
30	Kirti	60	Professor	Female	Ph.D	340	Yes	19-11-1996	--	Regular
31	Jai Mangal Deo	62	Professor	Male	Ph.D	412	Yes	29-11-1990	--	Regular
32	Sangita Sinha	55	Associate Professor	Female	Ph.D	259	Yes	01-07-2003	--	Regular
33	Abhay Shankar	53	Assistant Professor	Male	Ph.D	256	Yes	24-09-2003	--	Regular
34	Gyanendra Yadav	60	Associate Professor	Male	Ph.D	344	Yes	05-11-1996	--	Regular
35	Bidhan Chandra Rai	65	Associate Professor	Male	Ph.D	346	Yes	05-11-1996	--	Regular
36	Kamdeo Prasad Yadav	62	Associate Professor	Male	Ph.D	346	Yes	07-11-1996	--	Regular
37	Anil Kumar	58	Assistant Professor	Male	Ph.D	344	Yes	18-11-1996	--	Regular

38	Renu Bala	52	Associate Professor	Female	Ph.D	250	Yes	08-11-2003	--	Regular
39	Arvind Kumar Nag	65	Professor	Male	Ph.D	346	Yes	06-11-1996	--	Regular
40	Surya Narayan Yadav	61	Associate Professor	Male	Ph.D	298	Yes	08-11-1999	--	Regular
41	Manoj Kumar	62	Professor	Male	Ph.D	346	Yes	04-11-1996	--	Regular
42	Manoj Kumar	57	Associate Professor	Male	Ph.D	338	Yes	22-11-1996	--	Regular
43	Vinay Kumar Sinha	66	Associate Professor	Male	Ph.D	343	Yes	05-01-1996	--	Regular
44	Anil Kumar Singh	66	Assistant Professor	Male	Ph.D	254	Yes	16-07-2003	--	Regular
45	Sanjay Kumar Pandey	56	Associate Professor	Male	M.A.(Economics)	335	Yes	19-11-1996	--	Regular
46	Asha Rani	63	Professor	Female	Ph.D	340	Yes	19-11-1996	--	Regular
47	Raghwendra Kishor	59	Associate Professor	Male	Ph.D	296	Yes	28-06-2003	--	Regular
48	Kalpana Shahi	59	Professor	Female	Ph.D	338	Yes	07-11-1996	--	Regular
49	Ashok Kumar	58	Professor	Male	Ph.D	410	Yes	21-10-1989	--	Regular
50	Umesh Prasad	66	Professor	Male	Ph.D	341	Yes	05-11-1996	--	Regular
51	Santosh Kumar	55	Associate Professor	Male	Ph.D	253	Yes	09-08-2003	--	Regular
52	Shiv Kumar Yadav	59	Associate Professor	Male	Ph.D	337	Yes	21-11-1996	--	Regular
53	Amrendra Kumar Bhaskar	61	Associate Professor	Male	Ph.D	267	Yes	06-11-1996	--	Regular
54	Rajeev Ranjan	55	Professor	Male	Ph.D	337	Yes	07-11-1996	--	Regular
55	Pravin Kumar	65	Professor	Male	Ph.D	341	Yes	04-11-1996	--	Regular
56	Dr Manoj Kumar	58	Associate Professor	Male	Ph.D	255	Yes	26-06-2003	--	Regular
57	Santwana Rani	53	Associate Professor	Female	Ph.D	252	Yes	26-06-2003	--	Regular
58	Sunita Lall	62	Associate Professor	Female	Ph.D	341	Yes	05-11-1996	--	Regular
59	Pramod Kumar	62	Professor	Male	Ph.D	437	Yes	01-02-1988	--	Regular
60	Khalid Ahmed	62	Associate Professor	Male	Ph.D	437	Yes	01-02-1988	--	Regular
61	Munawar Fazal	50	Associate Professor	Male	Ph.D	250	Yes	05-07-2003	--	Regular
62	Mahboob Zafar Alam	62	Associate Professor	Male	Ph.D	341	Yes	06-11-1996	--	Regular
63	Pramod Kumar Singh	58	Associate Professor	Male	Ph.D	253	Yes	07-07-2003	--	Regular
64	Rajendra Singh	66	Associate Professor	Male	Ph.D	341	Yes	06-11-1996	--	Regular
65	Gajendra Prasad Gaddkar	56	Associate Professor	Male	Ph.D	251	Yes	11-08-2003	--	Regular
66	Syed Afroz Asharfi	59	Assistant Professor	Male	Ph.D	339	Yes	07-11-1996	--	Regular
67	Manju Kumari	51	Assistant Professor	Female	Ph.D	145	Yes	13-06-2016	--	Regular
68	Vandana Maurya	39	Assistant Professor	Female	Ph.D	124	Yes	01-07-2017	--	Regular

69	Vivek Kumar	46	Assistant Professor	Male	Ph.D	122	Yes	01-07-2017	--	Regular
70	Baikunth Roy	36	Assistant Professor	Male	Ph.D	124	Yes	01-07-2017	--	Regular
71	Vijay Kumar	58	Associate Professor	Male	Ph.D	296	Yes	09-08-2003	--	Regular
72	Anita Sagar	49	Assistant Professor	Female	M.Sc.	122	Yes	04-09-2017	--	Regular
73	Sanyukta	48	Assistant Professor	Female	Ph.D	124	Yes	12-09-2017	--	Regular
74	Shambhu Saran	40	Assistant Professor	Male	Ph.D	124	Yes	09-11-2017	--	Regular
75	Dimple Kumari	42	Assistant Professor	Female	Ph.D	124	Yes	09-11-2017	--	Regular
76	Smita Kumari	47	Assistant Professor	Female	Ph.D	124	Yes	06-12-2017	--	Regular
77	Rajesh Shukla	57	Professor	Male	Ph.D	339	Yes	05-11-1996	--	Regular
78	Sangita Kumari	50	Assistant Professor	Female	Ph.D	96	Yes	27-08-2018	--	Regular
79	Rashmi Ranjana	51	Assistant Professor	Female	Ph.D	96	Yes	23-10-2018	--	Regular
80	Rashmi Kumari	35	Assistant Professor	Female	Ph.D	72	Yes	28-11-2019	--	Regular
81	Mukesh Kumar Madhukar	53	Assistant Professor	Male	Ph.D	287	Yes	02-09-2020	--	Regular
82	Shushma Kumari	33	Assistant Professor	Female	Ph.D	48	Yes	30-09-2020	--	Regular
83	DR RAJNISH KUMAR	34	Assistant Professor	Male	Ph.D	46	Yes	25-09-2020	--	Regular
84	DR RASHMI	51	Assistant Professor	Female	Ph.D	48	Yes	20-06-2020	--	Regular
85	DR AYAN MUKHRJEE	40	Assistant Professor	Male	Ph.D	41	Yes	22-01-2021	--	Regular
86	DR PRANAY KUMAR GUPTA	56	Associate Professor	Male	Ph.D	280	Yes	21-01-2021	--	Regular
87	DR VIDYA YADAV	36	Assistant Professor	Female	Ph.D	34	Yes	21-01-2021	--	Regular
88	DR RISHIKESH RANJAN	39	Assistant Professor	Male	Ph.D	34	Yes	23-01-2021	--	Regular
89	DR VINEETA GUPTA	40	Assistant Professor	Female	Ph.D	34	Yes	28-01-2021	--	Regular
90	DR RAJEEV RANJAN	55	Assistant Professor	Male	Ph.D	46	Yes	01-02-2021	--	Regular
91	SRI SACHCHIDA NAND KUMAR	42	Assistant Professor	Male	Ph.D	45	Yes	01-03-2021	--	Regular
92	DR AJAY KUMAR	44	Assistant Professor	Male	Ph.D	38	Yes	22-02-2021	--	Regular
93	DR RENU CHOUDHARY	45	Assistant Professor	Female	Ph.D	26	Yes	19-08-2021	--	Regular
94	DR RAVI RANJAN	42	Assistant Professor	Male	Ph.D	61	Yes	30-06-2021	--	Regular
95	DR AJAY KUMAR	53	Assistant Professor	Male	Ph.D	45	Yes	26-10-2021	--	Regular
96	DR PANKAJ KUMAR MODI	39	Assistant Professor	Male	Ph.D	45	Yes	27-10-2021	--	Regular
97	DR SANJAY KUMAR	62	Associate Professor	Male	Ph.D	341	Yes	07-11-1996	--	Regular

98	HIMANSHU OJHA	48	Lecturer	Male	MCA		Yes	08-10-2009	--	Adhoc / Contractual
99	Kumar Shwetank	33	Lecturer	Male	MBA		Yes	29-11-2020	--	Adhoc / Contractual
100	Chandan Kumar	39	Lecturer	Male	MBA		Yes	01-08-2012	--	Adhoc / Contractual
101	Amitesh kumar	41	Lecturer	Male	Ph.D		Yes	01-02-2016	--	Adhoc / Contractual
102	Alok kumar	38	Lecturer	Male	MBA		Yes	01-03-2018	--	Adhoc / Contractual
103	Sanjeev Kumar Sinha	54	Lecturer	Male	MCA		Yes	01-11-2015	--	Adhoc / Contractual
104	Tarun Kumar	38	Lecturer	Male	MBA		Yes	16-11-2017	--	Adhoc / Contractual
105	ANIL KUMAR	32	Lecturer	Male	MSc(Mathematics)		Yes	09-08-2017	--	Adhoc / Contractual
106	Shailesh kumar	38	Lecturer	Male	MBA		Yes	15-05-2012	--	Adhoc / Contractual
107	Sanjeev Kumar	55	Lecturer	Male	MCA		Yes	01-06-2016	--	Adhoc / Contractual
108	Manoj kr Yadav	51	Lecturer	Male	MSc(Mathematics)		Yes	07-09-2009	--	Adhoc / Contractual
109	Dr Om Prakash Yadav	52	Lecturer	Male	Ph.D		Yes	05-08-2015	--	Adhoc / Contractual
110	Dr Archana Tripathy	48	Lecturer	Female	Ph.D		Yes	02-07-2012	--	Adhoc / Contractual
111	Afroz Ahmad	50	Lecturer	Male	M.A		Yes	05-05-2015	--	Adhoc / Contractual
112	Manoj kr Yadav	51	Lecturer	Male	MCA		Yes	05-01-2022	--	Adhoc / Contractual
113	Ankesh Agrawal	44	Lecturer	Male	MBA		Yes	01-02-2019	--	Adhoc / Contractual
114	Dr Sandeep Choudhary	37	Lecturer	Male	Ph.D		Yes	01-07-2016	--	Adhoc / Contractual
115	Neeraj Kumar Yadav	44	Lecturer	Male	MTech(Printing Technology)		Yes	15-03-2018	--	Adhoc / Contractual
116	Neeraj Kumar Singh	40	Lecturer	Male	MTech(Printing Technology)		Yes	01-02-2019	--	Adhoc / Contractual
117	Dr Sidheshwar prasad	56	Lecturer	Male	Ph.D		Yes	09-09-2004	--	Adhoc / Contractual
118	Rashmi Komal	53	Lecturer	Male	Ph.D		Yes	16-03-2011	--	Adhoc / Contractual
119	SHEKHAR KUMAR SRIVASTAVA	64	Lecturer	Male	MBA		Yes	15-04-2017	--	Adhoc / Contractual
120	ANUJA SHARAN	63	Lecturer	Female	M. Phil		Yes	12-01-2010	--	Adhoc / Contractual
121	Shahbaz Shakeb	45	Lecturer	Male	MCA		Yes	20-03-2018	--	Adhoc / Contractual
122	Archana kumari	38	Lecturer	Female	MBA		Yes	19-10-2019	--	Adhoc / Contractual
123	Perwez Akhter	66	Lecturer	Male	MBA		Yes	07-09-2010	--	Adhoc / Contractual
124	Renu kumari	52	Lecturer	Female	M. Phil		Yes	30-04-2015	--	Adhoc / Contractual
125	Vandana kumari	46	Lecturer	Female	MA(APR): M.A. Advertising & Public Relations		Yes	17-11-2021	--	Adhoc / Contractual
126	Rina kumari	42	Lecturer	Female	M.LISc		Yes	29-12-2018	--	Adhoc / Contractual
127	Dr Premlata Mehta	59	Lecturer	Female	Ph.D		Yes	17-02-2003	--	Adhoc / Contractual

128	Prasanna Kumar	38	Lecturer	Male	Ph.D		Yes	02-02-2017	--	Adhoc / Contractual
129	VIKASH KUMAR PRABHAKAR	29	Lecturer	Male	B.Tech		Yes	18-04-2019	--	Adhoc / Contractual
130	Balkrishna Kumar	45	Lecturer	Male	PGDBM		Yes	16-06-2012	--	Adhoc / Contractual
131	Naushad Bano	47	Lecturer	Female	MCA		Yes	02-12-2019	--	Adhoc / Contractual
132	Sanjiv Thakur	57	Lecturer	Male	M.Sc.		Yes	04-04-2012	--	Adhoc / Contractual
133	Ruby yadav	49	Lecturer	Female	M.LISc		Yes	16-08-2009	--	Adhoc / Contractual
134	Awadhesh Kumar Jha	52	Lecturer	Male	M.Sc.		Yes	15-06-2016	--	Adhoc / Contractual
135	Priti kumari	38	Lecturer	Female	Ph.D		Yes	18-07-2018	--	Adhoc / Contractual
136	Devi Dayal Sinha	49	Lecturer	Male	MCA		Yes	01-03-2020	--	Adhoc / Contractual
137	Harish Kumar	41	Lecturer	Male	Ph.D		Yes	01-11-2018	--	Adhoc / Contractual
138	Priyanka Priyadarshi	25	Lecturer	Female	Ph.D		Yes	26-03-2020	--	Adhoc / Contractual
139	DR NESHAT QAMAR	49	Lecturer	Female	Ph.D		Yes	10-03-2015	--	Adhoc / Contractual
140	Manoj Shankar Gupta	66	Lecturer	Male	Ph.D		Yes	01-09-2021	--	Adhoc / Contractual
141	Anni	37	Lecturer	Female	M.Sc.		Yes	04-04-2017	--	Adhoc / Contractual
142	Satyendra Narayan	66	Associate Professor	Male	Ph.D	483	Yes	31-03-1983	--	Regular
143	Ran Bijay Kumar	67	Assistant Professor	Male	Ph.D	469	Yes	06-11-1996	--	Regular
144	DR AKANKSHA PRIYA	35	Assistant Professor	Female	Ph.D	34	Yes	18-01-2021	--	Regular
145	Dr Indrajit Prasad Roy	63	Dean / Principal / Director / Vice Chancellor	Male	Ph.D	337	Yes	24-06-2022	--	Regular
146	Purnima Singh	47	Assistant Professor	Female	Ph.D	48	Yes	10-10-2023	--	Regular
147	Vandana Kumari	51	Associate Professor	Female	Ph.D	252	Yes	22-02-2023	--	Regular
148	Manoj Kumar Gupta	33	Assistant Professor	Male	Ph.D	12	Yes	15-04-2023	--	Regular
149	Indira Priyedarshini	32	Assistant Professor	Female	Ph.D	12	Yes	05-04-2023	--	Regular

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Institute Name: College of Commerce [IR-C-C-12943]

Sanctioned (Approved) Intake

Academic Year	2021-22	2020-21	2019-20	2018-19	2017-18	2016-17
UG [3 Years Program(s)]	3998	3998	3535	-	-	-
PG [2 Year Program(s)]	1828	1828	-	-	-	-

Total Actual Student Strength (Program(s) Offered by Your Institution)

(All programs of all years)	No. of Male Students	No. of Female Students	Total Students	Within State (Including male & female)	Outside State (Including male & female)	Outside Country (Including male & female)	Economically Backward (Including male & female)	Socially Challenged (SC+ST+OBC Including male & female)	No. of students receiving full tuition fee reimbursement from the State and Central Government	No. of students receiving full tuition fee reimbursement from Institution Funds	No. of students receiving full tuition fee reimbursement from the Private Bodies	No. of students who are not receiving full tuition fee reimbursement
UG [3 Years Program(s)]	3735	5746	9481	9310	171	0	4223	5228	5746	16	5	3684
PG [2 Year Program(s)]	1807	1425	3232	3190	42	0	811	2421	1425	8	2	1797

Placement & Higher Studies

UG [3 Years Program(s)]: Placement & higher studies for previous 3 years

Academic Year	No. of first year students intake in the year	No. of first year students admitted in the year	Academic Year	No. of students graduating in minimum stipulated time	No. of students placed	Median salary of placed graduates(Amount in Rs.)	No. of students selected for Higher Studies
2017-18	3207	2896	2019-20	2751	231	215000(Two lakhs fifteen thousand only)	2200
2018-19	3207	2901	2020-21	2796	315	262000(Two lakhs sixty two thousand only)	2350
2019-20	3535	3146	2021-22	3052	435	300000(Three lakhs only)	2430

PG [2 Years Program(s)]: Placement & higher studies for previous 3 years

Academic Year	No. of first year students intake in the year	No. of first year students admitted in the year	Academic Year	No. of students graduating in minimum stipulated time	No. of students placed	Median salary of placed graduates(Amount in Rs.)	No. of students selected for Higher Studies
2018-19	1660	1435	2019-20	1404	119	230000(Two lakhs thirty thousand only)	1267
2019-20	1828	1479	2020-21	1452	163	240000(Two lakhs forty thousand only)	1270

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2020-21	1828	1688	2021-22	1663	197	300000(Three lakhs only)	1452

Financial Resources: Utilised Amount for the Capital expenditure for previous 3 years

Academic Year	2021-22	2020-21	2019-20
	Utilised Amount	Utilised Amount	Utilised Amount
Annual Capital Expenditure on Academic Activities and Resources (excluding expenditure on buildings)			
Library	1189075 (Eleven lakhseighty nine thousand seventy five only)	193787 (One lakh ninety three thousand eighty seven only)	0 (Zero)
New Equipment for Laboratories	603274 (Six lakhs thirty two thousand seventy four only)	1799945 (Seventeen lakhs ninety nine thousand forty five only)	713550 (Seven lakhs thirteen thousand five hundred fifty only)
Other expenditure on creation of Capital Assets (excluding expenditure on Land and Building)	17076417 (One crore seventy lakhs seventy six thousand four hundred seventeen only)	3857089 (Thirty eight lakhs fifty seven thousand eighty nine only)	8280690 (Eighty two lakhs eighty thousand six hundred ninety only)

Financial Resources: Utilised Amount for the Operational expenditure for previous 3 years

Academic Year	2021-22	2020-21	2019-20
	Utilised Amount	Utilised Amount	Utilised Amount
Annual Operational Expenditure			
Salaries (Teaching and Non Teaching staff)	364432812 (Thirty six crores forty four lakhs thirty two thousand eight hundred twelve only)	366512302 (Thirty six crores sixty five lakhs twelve thousand three hundred two only)	360335412 (Thirty six crores three lakhs thirty five thousand four hundred twelve only)
Maintenance of Academic Infrastructure or consumables and other running expenditures(excluding maintenance of hostels and allied services,rent of the building, depreciation cost, etc)	199460251 (Nineteen crore ninety four lakhssixty thousand two hundred fifty one)	230090626 (Twenty three crores ninety thousand twenty six only)	145884117 (Fourteen crore fifty eight lakhs eighty four thousand one hundred seventeen only)
Seminars/Conferences/Workshops	222918 (Two lakhs twenty two thousand nine hundred eighteen only)	0 (Zero)	654850 (Six lakhs fifty four thousand eight hundred fifty only)

PCS Facilities: Facilities of physically challenged students

1. Do your institution buildings have Lifts/Ramps?	Yes, more than 80% of the buildings
2. Do your institution have provision for walking aids, including wheelchairs and transportation from one building to another for handicapped students?	Yes
3. Do your institution buildings have specially designed toilets for handicapped students?	Yes, less than 40% of the buildings

Faculty Details

Srno	Name	Age	Designation	Gender	Qualification	Experience (In Months)	Currently working with institution?	Joining Date	Leaving Date	Association type
1	Padmini Prasad	60	Professor	Female	Ph.D	474	Yes	07-11-1996	--	Regular
2	Imteyaz Hassan	60	Professor	Male	Ph.D	474	Yes	06-11-1996	--	Regular
3	Jagdish Prasad	55	Associate Professor	Male	Ph.D	412	Yes	07-11-1996	--	Regular
4	RAJENDRA PRASAD GUPTA	62	Professor	Male	Ph.D	474	Yes	04-11-1996	--	Regular
5	RAM UDDESHYA SINGH	58	Associate Professor	Male	Ph.D	444	Yes	16-12-2003	--	Regular
6	ANITA DAS	60	Associate Professor	Female	Ph.D	456	Yes	21-07-2003	--	Regular

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7	RASHMI AKHOURY	60	Professor	Female	Ph.D	474	Yes	06-11-1996	--	Regular
8	RAMESH CHANDRA CHOUDHARY	58	Associate Professor	Male	Ph.D	450	Yes	05-11-1996	--	Regular
9	Mridula Kumari	56	Associate Professor	Female	Ph.D	332	Yes	05-11-1996	--	Regular
10	Kumar Chandradeep	55	Professor	Male	Ph.D	321	Yes	04-11-1996	--	Regular
11	Saloni Prasad	57	Professor	Female	Ph.D	326	Yes	04-11-1996	--	Regular
12	Ashok Kumar	60	Associate Professor	Male	Ph.D	228	Yes	03-07-2003	--	Regular
13	Aditi	53	Associate Professor	Female	Ph.D	246	Yes	19-07-2003	--	Regular
14	Abhay Kumar	63	Assistant Professor	Male	Ph.D	328	Yes	05-11-1996	--	Regular
15	Mangala Rani	59	Professor	Female	Ph.D	406	Yes	07-03-1990	--	Regular
16	Kanchana Singh	63	Professor	Female	Ph.D	330	Yes	07-11-1996	--	Regular
17	Shreekant Singh	55	Professor	Male	Ph.D	412	Yes	06-11-1996	--	Regular
18	Dinesh Prasad Singh	59	Professor	Male	Ph.D	330	Yes	05-11-1996	--	Regular
19	Binod Kumar Mangalam	56	Associate Professor	Male	Ph.D	328	Yes	08-11-1996	--	Regular
20	Safdar Imam Kadri	56	Assistant Professor	Male	Ph.D	375	Yes	16-10-1992	--	Regular
21	Tarique Fatmi	62	Associate Professor	Male	Ph.D	329	Yes	05-11-1996	--	Regular
22	Akabar Ali	57	Associate Professor	Male	Ph.D	248	Yes	11-08-2003	--	Regular
23	Indira Sinha	59	Professor	Female	Ph.D	329	Yes	05-11-1996	--	Regular
24	Arvind Adityaraj	56	Professor	Male	Ph.D	327	Yes	05-11-1996	--	Regular
25	Rachna Suchinmayee	57	Professor	Female	Ph.D	327	Yes	05-11-1996	--	Regular
26	Anil Kumar	57	Professor	Male	Ph.D	327	Yes	07-11-1996	--	Regular
27	Dinesh Kumar	60	Professor	Male	Ph.D	329	Yes	07-11-1996	--	Regular
28	Nutan Sinha	62	Professor	Female	Ph.D	329	Yes	05-11-1996	--	Regular
29	Shubha Prasad	61	Professor	Female	Ph.D	388	Yes	26-07-1991	--	Regular
30	Kirti	58	Professor	Female	Ph.D	328	Yes	19-11-1996	--	Regular
31	Jai Mangal Deo	60	Professor	Male	Ph.D	400	Yes	29-11-1990	--	Regular
32	Sangita Sinha	53	Associate Professor	Female	Ph.D	247	Yes	01-07-2003	--	Regular
33	Abhay Shankar	51	Assistant Professor	Male	Ph.D	244	Yes	24-09-2003	--	Regular
34	Gyanendra Yadav	58	Associate Professor	Male	Ph.D	332	Yes	05-11-1996	--	Regular
35	Bidhan Chandra Rai	63	Associate Professor	Male	Ph.D	334	Yes	05-11-1996	--	Regular
36	Kamdeo Prasad Yadav	60	Associate Professor	Male	Ph.D	334	Yes	07-11-1996	--	Regular
37	Anil Kumar	55	Assistant Professor	Male	Ph.D	332	Yes	18-11-1996	--	Regular

38	Renu Bala	49	Associate Professor	Female	Ph.D	238	Yes	08-11-2003	--	Regular
39	Arvind Kumar Nag	62	Professor	Male	Ph.D	334	Yes	06-11-1996	--	Regular
40	Surya Narayan Yadav	59	Associate Professor	Male	Ph.D	286	Yes	08-11-1999	--	Regular
41	Manoj Kumar	59	Professor	Male	Ph.D	334	Yes	04-11-1996	--	Regular
42	Manoj Kumar	55	Associate Professor	Male	Ph.D	326	Yes	22-11-1996	--	Regular
43	Vinay Kumar Sinha	64	Associate Professor	Male	Ph.D	331	Yes	05-01-1996	--	Regular
44	Anil Kumar Singh	64	Assistant Professor	Male	Ph.D	242	Yes	16-07-2003	--	Regular
45	Sanjay Kumar Pandey	53	Associate Professor	Male	M.A.(Economics)	323	Yes	19-11-1996	--	Regular
46	Asha Rani	61	Professor	Female	Ph.D	328	Yes	19-11-1996	--	Regular
47	Raghwendra Kishor	57	Associate Professor	Male	Ph.D	284	Yes	28-06-2003	--	Regular
48	Kalpana Shahi	57	Professor	Female	Ph.D	326	Yes	07-11-1996	--	Regular
49	Ashok Kumar	56	Professor	Male	Ph.D	398	Yes	21-10-1989	--	Regular
50	Umesh Prasad	63	Professor	Male	Ph.D	329	Yes	05-11-1996	--	Regular
51	Santosh Kumar	52	Associate Professor	Male	Ph.D	241	Yes	09-08-2003	--	Regular
52	Shiv Kumar Yadav	56	Associate Professor	Male	Ph.D	325	Yes	21-11-1996	--	Regular
53	Amrendra Kumar Bhaskar	59	Associate Professor	Male	Ph.D	255	Yes	06-11-1996	--	Regular
54	Rajeev Ranjan	52	Professor	Male	Ph.D	325	Yes	07-11-1996	--	Regular
55	Pravin Kumar	62	Professor	Male	Ph.D	329	Yes	04-11-1996	--	Regular
56	Dr Manoj Kumar	56	Associate Professor	Male	Ph.D	243	Yes	26-06-2003	--	Regular
57	Santwana Rani	51	Associate Professor	Female	Ph.D	240	Yes	26-06-2003	--	Regular
58	Sunita Lall	60	Associate Professor	Female	Ph.D	329	Yes	05-11-1996	--	Regular
59	Pramod Kumar	59	Professor	Male	Ph.D	425	Yes	01-02-1988	--	Regular
60	Khalid Ahmed	60	Associate Professor	Male	Ph.D	425	Yes	01-02-1988	--	Regular
61	Munawar Fazal	48	Associate Professor	Male	Ph.D	238	Yes	05-07-2003	--	Regular
62	Mahboob Zafar Alam	60	Associate Professor	Male	Ph.D	329	Yes	06-11-1996	--	Regular
63	Pramod Kumar Singh	56	Associate Professor	Male	Ph.D	241	Yes	07-07-2003	--	Regular
64	Rajendra Singh	64	Associate Professor	Male	Ph.D	329	Yes	06-11-1996	--	Regular
65	Gajendra Prasad Gaddkar	54	Associate Professor	Male	Ph.D	239	Yes	11-08-2003	--	Regular
66	Mahesh Mandal	63	Associate Professor	Male	Ph.D	329	Yes	04-11-1996	--	Regular
67	Syed Afroz Asharfi	57	Assistant Professor	Male	Ph.D	327	Yes	07-11-1996	--	Regular
68	Manju Kumari	49	Assistant Professor	Female	Ph.D	133	Yes	13-06-2016	--	Regular

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69	Vandana Maurya	36	Assistant Professor	Female	Ph.D	112	Yes	01-07-2017	--	Regular
70	Vivek Kumar	43	Assistant Professor	Male	Ph.D	110	Yes	01-07-2017	--	Regular
71	Baikunth Roy	34	Assistant Professor	Male	Ph.D	112	Yes	01-07-2017	--	Regular
72	Vijay Kumar	56	Associate Professor	Male	Ph.D	284	Yes	09-08-2003	--	Regular
73	Anita Sagar	47	Assistant Professor	Female	M.Sc.	110	Yes	04-09-2017	--	Regular
74	Sanyukta	46	Assistant Professor	Female	Ph.D	112	Yes	12-09-2017	--	Regular
75	Shambhu Saran	37	Assistant Professor	Male	Ph.D	112	Yes	09-11-2017	--	Regular
76	Dimple Kumari	40	Assistant Professor	Female	Ph.D	112	Yes	09-11-2017	--	Regular
77	Smita Kumari	45	Assistant Professor	Female	Ph.D	112	Yes	06-12-2017	--	Regular
78	Rajesh Shukla	55	Professor	Male	Ph.D	327	Yes	05-11-1996	--	Regular
79	Sangita Kumari	47	Assistant Professor	Female	Ph.D	84	Yes	27-08-2018	--	Regular
80	Rashmi Ranjana	49	Assistant Professor	Female	Ph.D	84	Yes	23-10-2018	--	Regular
81	Rashmi Kumari	32	Assistant Professor	Female	Ph.D	60	Yes	28-11-2019	--	Regular
82	Mukesh Kumar Madhukar	51	Assistant Professor	Male	Ph.D	275	Yes	02-09-2020	--	Regular
83	Shushma Kumari	31	Assistant Professor	Female	Ph.D	36	Yes	30-09-2020	--	Regular
84	DR RAJNISH KUMAR	32	Assistant Professor	Male	Ph.D	34	Yes	25-09-2020	--	Regular
85	DR RASHMI	48	Assistant Professor	Female	Ph.D	36	Yes	20-06-2020	--	Regular
86	DR AYAN MUKHRJEE	37	Assistant Professor	Male	Ph.D	29	Yes	22-01-2021	--	Regular
87	DR PRANAY KUMAR GUPTA	53	Associate Professor	Male	Ph.D	268	Yes	21-01-2021	--	Regular
88	DR VIDYA YADAV	34	Assistant Professor	Female	Ph.D	22	Yes	21-01-2021	--	Regular
89	DR RISHIKESH RANJAN	37	Assistant Professor	Male	Ph.D	22	Yes	23-01-2021	--	Regular
90	DR VINEETA GUPTA	38	Assistant Professor	Female	Ph.D	22	Yes	28-01-2021	--	Regular
91	DR RAJEEV RANJAN	52	Assistant Professor	Male	Ph.D	34	Yes	01-02-2021	--	Regular
92	SRI SACHCHIDA NAND KUMAR	40	Assistant Professor	Male	Ph.D	33	Yes	01-03-2021	--	Regular
93	DR AJAY KUMAR	42	Assistant Professor	Male	Ph.D	26	Yes	22-02-2021	--	Regular
94	DR RENU CHOUDHARY	42	Assistant Professor	Female	Ph.D	14	Yes	19-08-2021	--	Regular
95	DR RAVI RANJAN	39	Assistant Professor	Male	Ph.D	49	Yes	30-06-2021	--	Regular
96	DR AJAY KUMAR	51	Assistant Professor	Male	Ph.D	33	Yes	26-10-2021	--	Regular
97	DR PANKAJ KUMAR MODI	36	Assistant Professor	Male	Ph.D	33	Yes	27-10-2021	--	Regular

98	DR SANJAY KUMAR	60	Associate Professor	Male	Ph.D	329	Yes	07-11-1996	--	Regular
99	HIMANSHU OJHA	45	Lecturer	Male	MCA	157	Yes	08-10-2009	--	Adhoc / Contractual
100	Kumar Shwetank	31	Lecturer	Male	MBA	20	Yes	29-11-2020	--	Adhoc / Contractual
101	Chandan Kumar	36	Lecturer	Male	MBA	174	Yes	01-08-2012	--	Adhoc / Contractual
102	Amitesh kumar	38	Lecturer	Male	Ph.D	126	Yes	01-02-2016	--	Adhoc / Contractual
103	Alok kumar	35	Lecturer	Male	MBA	81	Yes	01-03-2018	--	Adhoc / Contractual
104	Sanjeev Kumar Sinha	52	Lecturer	Male	MCA	151	Yes	01-11-2015	--	Adhoc / Contractual
105	Tarun Kumar	35	Lecturer	Male	MBA	100	Yes	16-11-2017	--	Adhoc / Contractual
106	ANIL KUMAR	29	Lecturer	Male	MSc(Mathematics)	98	Yes	09-08-2017	--	Adhoc / Contractual
107	Shailesh kumar	36	Lecturer	Male	MBA	191	Yes	15-05-2012	--	Adhoc / Contractual
108	Sanjeev Kumar	53	Lecturer	Male	MCA	132	Yes	01-06-2016	--	Adhoc / Contractual
109	Manoj kr Yadav	49	Lecturer	Male	MSc(Mathematics)	283	Yes	07-09-2009	--	Adhoc / Contractual
110	Dr Om Prakash Yadav	50	Lecturer	Male	Ph.D	152	Yes	05-08-2015	--	Adhoc / Contractual
111	Dr Archana Tripathy	46	Lecturer	Female	Ph.D	194	Yes	02-07-2012	--	Adhoc / Contractual
112	Afroz Ahmad	48	Lecturer	Male	M.A	145	Yes	05-05-2015	--	Adhoc / Contractual
113	Manoj kr Yadav	49	Lecturer	Male	MCA	8	Yes	05-01-2022	--	Adhoc / Contractual
114	Ankesh Agrawal	42	Lecturer	Male	MBA	64	Yes	01-02-2019	--	Adhoc / Contractual
115	Dr Sandeep Choudhary	35	Lecturer	Male	Ph.D	131	Yes	01-07-2016	--	Adhoc / Contractual
116	Neeraj Kumar Yadav	42	Lecturer	Male	MTech(Printing Technology)	87	Yes	15-03-2018	--	Adhoc / Contractual
117	Neeraj Kumar Singh	37	Lecturer	Male	MTech(Printing Technology)	64	Yes	01-02-2019	--	Adhoc / Contractual
118	Dr Sidheshwar prasad	53	Lecturer	Male	Ph.D	373	Yes	09-09-2004	--	Adhoc / Contractual
119	Rashmi Komal	51	Lecturer	Male	Ph.D	183	Yes	16-03-2011	--	Adhoc / Contractual
120	SHEKHAR KUMAR SRIVASTAVA	62	Lecturer	Male	MBA	122	Yes	15-04-2017	--	Adhoc / Contractual
121	ANUJA SHARAN	61	Lecturer	Female	M. Phil	267	Yes	12-01-2010	--	Adhoc / Contractual
122	Shahbaz Shakeb	42	Lecturer	Male	MCA	87	Yes	20-03-2018	--	Adhoc / Contractual
123	Archana kumari	36	Lecturer	Female	MBA	56	Yes	19-10-2019	--	Adhoc / Contractual
124	Perwez Akhter	64	Lecturer	Male	MBA	261	Yes	07-09-2010	--	Adhoc / Contractual
125	Renu kumari	50	Lecturer	Female	M. Phil	158	Yes	30-04-2015	--	Adhoc / Contractual
126	Vandana kumari	43	Lecturer	Female	MA(APR): M.A. Advertising & Public Relations	8	Yes	17-11-2021	--	Adhoc / Contractual

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127	Rina kumari	39	Lecturer	Female	M.LISc	66	Yes	29-12-2018	--	Adhoc / Contractual
128	Dr Premlata Mehta	56	Lecturer	Female	Ph.D	352	Yes	17-02-2003	--	Adhoc / Contractual
129	Prasanna Kumar	35	Lecturer	Male	Ph.D	112	Yes	02-02-2017	--	Adhoc / Contractual
130	VIKASH KUMAR PRABHAKAR	26	Lecturer	Male	B.Tech	62	Yes	18-04-2019	--	Adhoc / Contractual
131	Balkrishna Kumar	42	Lecturer	Male	PGDBM	204	Yes	16-06-2012	--	Adhoc / Contractual
132	Naushad Bano	44	Lecturer	Female	MCA	54	Yes	02-12-2019	--	Adhoc / Contractual
133	Sanjiv Thakur	54	Lecturer	Male	M.Sc.	194	Yes	04-04-2012	--	Adhoc / Contractual
134	Ruby yadav	47	Lecturer	Female	M.LISc	316	Yes	16-08-2009	--	Adhoc / Contractual
135	Awadhesh Kumar Jha	50	Lecturer	Male	M.Sc.	108	Yes	15-06-2016	--	Adhoc / Contractual
136	Priti kumari	35	Lecturer	Female	Ph.D	83	Yes	18-07-2018	--	Adhoc / Contractual
137	Devi Dayal Sinha	46	Lecturer	Male	MCA	39	Yes	01-03-2020	--	Adhoc / Contractual
138	Harish Kumar	39	Lecturer	Male	Ph.D	57	Yes	01-11-2018	--	Adhoc / Contractual
139	Priyanka Priyadarshi	22	Lecturer	Female	Ph.D	17	Yes	26-03-2020	--	Adhoc / Contractual
140	DR NESHAT QAMAR	47	Lecturer	Female	Ph.D	99	Yes	10-03-2015	--	Adhoc / Contractual
141	Manoj Shankar Gupta	64	Lecturer	Male	Ph.D	10	Yes	01-09-2021	--	Adhoc / Contractual
142	Anni	35	Lecturer	Female	M.Sc.	104	Yes	04-04-2017	--	Adhoc / Contractual
143	Satyendra Narayan	64	Associate Professor	Male	Ph.D	471	Yes	31-03-1983	--	Regular
144	Bindu Singh	65	Professor	Female	Ph.D	514	Yes	30-06-1990	--	Regular
145	Ran Bijay Kumar	65	Assistant Professor	Male	Ph.D	457	Yes	06-11-1996	--	Regular
146	DR AKANKSHA PRIYA	33	Assistant Professor	Female	Ph.D	22	Yes	18-01-2021	--	Regular
147	Dr Indrajit Prasad Roy	61	Dean / Principal / Director / Vice Chancellor	Male	Ph.D	325	Yes	24-06-2022	--	Regular

Academic and Administrative Audit Report 2017-2018

The College of Commerce, Arts & Science, Patna received 'Grade A' accreditation from NAAC in 2016, demonstrating its commitment to quality through its Internal Quality Assurance Cell. Established in 2010, the IQAC oversees activities to enhance education quality through conscious, consistent, and catalytic improvement. Regular self-evaluation and site visits by peers maintain quality standards in teaching, learning, evaluation, and research. The Academic and Administrative Audit (AAA) was conducted for the 2017-2018 academic year to review available resources, optimize utilization, and identify additional requirements for quality education. The college has taken steps to implement the recommendations outlined in the audit report.

Audit Committee Members:

1. Prof. Saloni Kumar

Associate Professor, Dept. of English,

College of Commerce, Arts & Science, Patna

Contact No: 9430955836

Email: profsaloniprasad@gmail.com

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2. Dr. Mridula Kumari

Associate Professor, Dept. of Economics,

College of Commerce, Arts & Science, Patna

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3. Mr. Sanjay Kumar Pandey

Associate Professor, Dept. of Economics,

College of Commerce, Arts & Science, Patna

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4. Prof. Nand Kumar (External Member)

Professor and Head

Department of Humanities, Delhi Technological University

Bawana Road, Delhi-42

Email: nandkumar@dce.ac.in

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5. Prof. Ajay Kumar (External Member)

Prof of Law, Dean Academic Affairs & Law

Chanakya National Law University, Patna

Contact: 9113484585

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Audit was conducted on AQAR 2017-2018 data covering all NAAC Criterion.

Name of the Institution	College of Commerce, Arts and Science, Patna				
Address	In front of Rajendra Nagar, Railway Station Main Road, Kankarbagh, Patna, Bihar- 800020				
Name of the Head of the Institution	Prof. Tapan Kumar Shandilya				
Email Id	Principalcocaspatna@gmail.com				
Contact Details	9431049871				
NAAC Track ID	BRCOGN13818				
NAAC Executive Committee No. & Date:	EC DATE March 08, 2009				
Website address	www.cocaspatna.ac.in				
Accreditation Details	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
	1st Cycle	B	2.92	2009	2014
	2nd Cycle	A	3.10	2016	2021
Institutional Status	State				
Name of the Affiliating University	Magadh University, Bodh Gaya, Bihar Presently Patliputra Uniersity, Patna				
	Constituent College				
Type of Institution	Co-education				
Financial Status	Grant-in-aid, UGC 2(f), UGC 12B				

Special status conferred by Central/ State Government	College of Excellence by State HRD				
Faculty/Programme offered	Arts	Science	Commerce	Law	Management

Seminars/Conferences/Workshops/Symposia organized by the IQAC

- 01 State Level
- 03 Institution Level

Details about Academic Programmes

Level of the Programme	No. of Existing Programme	No. of Programme added during the year	No. of self-financing programmes	No. of Value added/ Career Oriented Programmes
Ph.D.	14	-	-	-
PG	18	01 (MCA)	03	02
UG	27	-	08 (Vocational)	08 (Vocational)
PG Diploma	02	-	02	02
Advanced Diploma	05	-	05	05
Diploma	01	-	01	01

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Certificate	03	-	03	03
Total	**70**	**01**	**01**	**01**
Interdisciplinary	01	-	01	01

Total No. of permanent faculty

Asst. Professors	Associate Professors	Professors	**Total**
26	**75**	**22**	**124**

No. of permanent faculty with Ph.D	120
No. of Guest and Visiting faculty and Temporary faculty	52

Faculty participation in conferences and symposia:

International Level

- o 07 faculties attended the international conferences and symposia.
- o 06 faculties presented papers in the international conferences and symposia

National Level

- o 20 faculties attended the national level conferences and symposia
- o 16 faculties presented papers in the international conferences and symposia

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State Level

- o 06 faculties attended the state level conferences and symposia

Resource Person

- o 02 faculties have participated as the resource person at the international level.
- o 04 faculties have participated as the resource person at the state level.

Examination/ Evaluation Reforms initiated

Forum discussions, MCQ tests, and periodic internal examinations are conducted in various departments. A concept inventory developed by faculties diagnoses individual student weaknesses. Final exams follow rules of Patliputra University (Formerly Magadh University).

Curriculum restructuring/revision/syllabus development

14 faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop.

Attendance

Average percentage of attendance of students : 78%

Pass percentage

Programme	Total no. of students appeared in exams	Division				
		Distinction (in Percent)	I Division	II Division	III Division	Pass Percentage

BA (H)	2472	13%	79%	8%	-	88
BSc (H)	1805	18%	72%	10%	-	96
BCom (H)	2230	12.5%	80.5%	7%	-	94
MA	1024	15%	78%	07%	-	95
MSc	401	18%	72%	10%	-	97
MCom	220	19%	70%	11%	-	96
Vocational (UG)	449	13%	67%	20%	-	97
Add-On	133	14%	66%	20%	-	96

Focus on Training and Development

- 05 Faculty members completed their Refresher Course
- 05 Faculty members completed UGC- Faculty Improvement Programme
- 02 Faculty members completed HRD Programmes
- 05 Faculty members completed their Orientation Programme
- 03 Staff completed staff training conducted by other institutions
- 03 Faculty members completed Summer School/ Workshops

Administrative and Technical Staff

Administrative Staff	06
Technical Staff	114
Vacant Position (Technical Staff)	57

Contribution of IQAC

IQAC has established an internal curriculum monitoring committee to hold regular meetings with department heads, faculty members, and course

coordinators to discuss student evaluations and performance issues, taking student feedback into account for overall improvement.

The research advisory committee of college supervises research related activities and the issues needed to be taken note of for the overall improvement of research environment is discussed with the principal of college. A proposal has been submitted to the science and technology department of Bihar for establishing a central instrumentation facility in the campus. Faculty members are involved in frontier areas of research. The deliberations and decision of the audit panel suggests that the academic environment, physical and social, is generally conducive to learning, and the level of research and other scholarly activities is appropriate to the level of teaching.

Resource Mobilization for Research, Innovation Ecosystem, Research Engagement, Extension Activities

This year three major research papers have been completed and one is still ongoing. The total outlay was 18,52,600 Rupees and the outlay for the ongoing project is 4,26,000 Rupees.

As far as minor research projects are concerned, this year 06 major research papers have been completed. The total outlay was 5,19,500 Rupees.

The total number of publications in the International Peer Review Journals was 22. Eight research papers were published in Non-Peer Review Journals, three in international e-Journals, eleven papers were published in conference proceedings.

Five PhD students who qualified JRF are receiving funds & fellowships from the UGC, New Delhi.

The total number of books and chapters in edited volumes/books published during the year was 08.

One state level conference was organized by the Institution. And two conferences were organized by the college itself.

Twenty six faculty members served as experts, chairpersons or resource persons. There were at total of 5 collaborations and other linkages.

There are 110 faculty members from the institution who are research guides and a total of 140 research students are being supervised by them.

The total number of Ph.D. awarded by faculty from the Institution was 27.

A total of 55 students participated in NSS events at the university level and 88 students at the state level. Moreover, three students participated at the national level. Also, two students of NSS were revived awards from the state government.

A total of 138 students participated in NCC events at the state level and 6 at the national level. One student received a national award in the NCC.

Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility included Annual stride function, Teaching by our faculties to the children downtrodden and slum areas, Workshop for empowering govt teachers by our faculties. Empirically, the number of extension activities organized by the college was 1, 10 by NCC and 11 by NSS.

Infrastructure and Learning Resources

- In the context of infrastructure development, the institution has taken significant steps to enhance its facilities.
- Campus Area: The existing campus area spans 5.89 acres. While no additional acreage has been acquired, efforts are underway to utilize the existing space more efficiently.

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- Classrooms: The institution had 23 classrooms in place, and two new classrooms have been created. This expansion was funded through a combination of resources, including funds from the university and contributions from local development initiatives.

- Laboratories: There were originally 20 laboratories available. Although no new laboratories have been added, the existing ones have been upgraded and modernized to ensure optimal functionality.

- Seminar Halls: There have been no new seminar halls constructed during this period. The institution is evaluating the need for additional seminar facilities.

- Important Equipment Acquisition: In the current year, the institution has made an investment in acquiring one important piece of equipment valued at one lakh rupees. This acquisition was made possible through project-specific funding.

- These infrastructure improvements and additions have been essential in enhancing the educational experience and research capabilities of our institution, ensuring that our students have access to state-of-the-art facilities and resources for their academic and research pursuits. We remain committed to furthering our infrastructure and learning resources to provide the best educational experience possible.

- Multi-storeyed buildings have become a pressing necessity in our current times. The primary rationale behind this imperative is to provide ample space to accommodate separate classrooms for each semester's classes and to offer individual rooms for teachers. This is crucial to meet the teaching requirements effectively and facilitate research activities.

Computerization of administration and library

- Computerization of general/administrative section has been taken up.

- **Library services:**

- Library services have been a cornerstone of our institution, providing invaluable resources to our students and faculty. In the realm of Text Books, we have an extensive collection, with a total of 40,830 volumes available.

- In the realm of Reference Books, we have introduced 10,803 new volumes, enriching our academic reservoir significantly. This addition aligns with our commitment to enhancing the depth of knowledge available within our library.

- As for digital resources, we have made strides in expanding our electronic offerings. In the domain of e-Books, Journals, and e-Journals, the library has made significant strides. Our focus has been on ensuring that our students and faculty have access to a robust digital library, fostering research and intellectual exploration.

- Furthermore, our Digital Database has been continuously updated, offering a wealth of online resources that cater to diverse fields of study. This dynamic database serves as a vital tool for research and academic advancement.

- In the multimedia sphere, our collection of CDs & Videos continues to offer engaging and informative content, enhancing the learning experience for our users.

- The expansion and diversification of our library services underscore our commitment to providing a comprehensive and contemporary learning environment. With these resources at their disposal, our students and faculty are well-equipped to explore, research, and excel in their respective fields.

Technology up gradation (overall)

- The existing setup included 178 computers distributed across various departments, computer labs, internet browsing centers, computer centers,

and offices. The campus is equipped with Wi-Fi connectivity, enhancing the overall digital experience for students and staff.

- In the expansion phase, 12 additional computers were added, further strengthening the computer facilities. Moreover, two new computer centers were established, accommodating the growing technological needs of the institution.

- The institution now boasts a total of 07 computer labs, providing dedicated spaces for specialized computer-based learning. The campus remains a Wi-Fi-enabled hub, fostering a seamless and connected learning experience for everyone. Additionally, 10 internet browsing centers have been set up, facilitating research and online exploration.

- Furthermore, the institution has 143 computers deployed across various departments, optimizing administrative tasks and academic activities. Additionally, one computer has been allocated for specific purposes, enhancing efficiency in a targeted manner.

- This technological upgradation reflects the institution's commitment to providing a conducive learning environment, embracing the digital age, and preparing students for the challenges of the future.

- Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.) Training provided to selected teachers and students.

- In our ongoing commitment to advancing education and technology, we are proud to announce a comprehensive initiative aimed at enhancing the learning environment for both teachers and students. This initiative encompasses a range of key components, including:

- Computer Access: We understand the pivotal role that technology plays in modern education. To ensure that all teachers and students have access to the necessary tools, we are providing computers to facilitate their educational journey.

- Internet Access: In today's digital age, access to the internet is vital for research, communication, and online learning. We are working to ensure that reliable internet connectivity is available to all, bridging the digital divide and enabling a more connected educational experience.

- Teacher and Student Training: To make the most of these technological resources, we are offering comprehensive training programs. These programs will empower both teachers and students to leverage technology effectively for learning and teaching purposes.

- Technology Upgradation: Our commitment extends beyond initial provisions. We are continuously working on technology upgradation, ensuring that our network infrastructure and systems stay up-to-date. This includes investments in networking, e-Governance solutions, and more.

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- By providing these resources and training opportunities, we aim to create a dynamic educational ecosystem that fosters innovation and prepares our students for a digitally-driven future. This initiative represents a significant step forward in our mission to provide quality education that aligns with the demands of the modern world.

Amount spent on maintenance in lakhs :

- The total amount spent on maintenance for various categories is as follows:

- ICT: 45,370 lakhs

- Campus Infrastructure and facilities: 22,42,452 lakhs

- Equipments: 6,12,582 lakhs

- In total, the maintenance expenditure amounts to 29,00,404 lakhs. This allocation of funds underscores the importance of maintaining a well-functioning ICT system, ensuring the upkeep of campus infrastructure and facilities, and maintaining essential equipment.

Student Support

Different societies in the college, work to enhance student support and progression. Initiatives are taken to organize remedial classes extra classes for slow learners. IQAC takes feedback of students about various support services provided to them. The Academic teaching and learning subcommittee collect

subject wise feedback at the end of each semester. Stakeholder subcommittee collects subject wise feedback at the time of passing out regarding support services like Accounts, Library Training and Placement Cell etc. The feedback is analysed and shared by college administration, to enhance their awareness about student support services .

Student Progression

 College is concerned for student progression to higher studies and their employment is a pertinent issue. The institutional provisions facilitate vertical movement of students from one level of education to the next higher level or towards gainful employment. Students are benefitted by career counselling offered by the institutions for various competitive exams. Nine students qualified for NET this year. Career counselling and placement Cell has been set up in the college to offer to the students a sense of direction and exposure to explore the job opportunities. More than 500 students have benefitted from this. Four organization visited for campus placement in which 297 students participated and 27 students got placement.

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Student Participation and Activities

College promotes inclusive practices for social justice and better stakeholder relationships. The college promotes value- based education for inculcating social responsibility and good citizenry amongst its student community. College has the required infrastructure and promotes active participation of the students in social, cultural and leisure activities. Encouraging students' participation in activities facilitates developing various skills and competencies and foster holistic development. College regularly organizes sports competition at college level as well as University level. Students participate in various sports activities like chess, volleyball, kabaddi, karate etc. 203 students participated at State/University level and 01 at national Level. Stride was organised this year. NSS and NCC students of college participated in campaign against dowry. They also made against dowry.

Alumni Engagement

The Alumni are a strong support to the institution. Positive steps are needed to be taken in this regard. The college monogram comprises a triangle enclosed in circle motifs of a book, a lotus and a swan,symbolizing the quest for knowledge, purity and integrity.

The vision is to create a class of intellectually morally and spiritually sound and committed citizens who will become a human resource of high caliber to cater the needs of the society and the country as a whole.

Developing an educational setup that will bring out a transformative change in the society by nurturing high moral and spiritual values in students, giving quality education in multiple disciplines, empowering the society through knowledge and quality research, and fostering creativity and entrepreneurship in students and in this way making students a capable global citizen.

Mission: catering education to all, providing equal opportunity to poor and downtrodden.

The college moves ahead with the mission of developing and maintaining a human repository of knowledge, disseminating it among the students and creating new and relevant insights in diverse disciplines through state of art research. The college aims to inculcate positive human values in its students and making them capable global citizens sensitive to human and environmental issues and at the same time quality professionals in their respective fields. The college has computerized administrative office, admission office and cash section. The college plans to adopt complete management information system in near future.

  The college is a constituent unit of Patliputra University (Formerly Magadh

University) and heir to the curriculum prescribed by the university. However, an internal committee is there that is responsible for discovering possibilities of meeting out the contemporary requirements of students from global perspective within the prescribed curricular constraint as far as possible. This committee functions as a regulator to formulate principles and see whether the curriculum delivery is up to date and timely and adjusts for any other academic environmental changes for adaptation to new technological advancement. Many of innovations in teaching in learning is practiced mainly in science faculties. Use of the internet and smart classes and project-based learning is encouraged. Feedback from teachers and HODs are periodically discussed and appropriate remedial steps are taken as and when required.

Since the college is a constituent unit of Patliputra University (Formerly Magadh University) so it adheres to examination and evaluation rules prescribed by the university. However, periodical internal examinations, class tests and quizzes are regularly being organized to asses the day-to-day progress of students. An especially designed concept inventory developed by our esteemed faculties is taken help of to diagnose individual and particular weaknesses of students. A research development and advisory committee is there to ponder and advise ways and means to promote the research activities in campus. Our college is a leading higher educational institution and one of the oldest college of Bihar which is known for quality teaching and research.

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However, our volume of research is not so impressive but quality of research is worth sighting and the research works of our highly qualified and acclaimed faculties and even of our research students are published in journals of moderately high impact factors.

Permanent recruitment of faculty and staff is made as per UGC guidelines by specific recruiting bodies of the state Government and the manpower allocation is then made to different universities. The university then fills up vacancies as reported by its constituent units and university departments. Hence the college is dependent on the university /state government and all recruitments and makes only contractual appointments for self-financing vocational courses. Decentralization of work, delegation of duties and fixing proper accountability are being followed. Constant efforts are being made to promote and upgrade the individual skills of our non-teaching employees and all non-teaching official workers.

Since the college commands a large student intake in its different departments, selected departments have whole parent-teacher association meetings every year. Parents while appreciating the efforts of the institution to usher in all-round development, stress on the need to make their wards competent for their job. Some of the parents attend sports events, visit campus as morning walkers, and keep themselves informed about college activities. Alumni of the college (being members of the alumni association) are in regular

contact with the secretary Dr. Rajeev Ranjan. Having a concern for their alma mater the alumni communicate to Dr. Rajeev Ranjan the strengths and weaknesses which they observe who in turn communicate to the IQAC for necessary action. Greening and cleaning the campus and strengthening the placement cell were some of the important suggestions, which have been accepted by the college authorities.

Innovations and Best Practices

1. To sensitize the students about physically and mentally challenged people, NSS volunteers prepared and performed a street play called 'Jagane ka Apraadh' on 30th September 2017.

2. Blood Donation camps were organized in collaboration with Red Cross Society, where students of the college donated blood and got appreciation certificates.

3. Various healthcare camps were organized by involving public and private sector healthcare providers. Routine health check-ups for students, teachers, and nonteaching staff were done for free of cost. Apart from these general public and weaker sections of society benefited from these health camps.

4. The college organized various science popularity lecture series to spread awareness about science among common people and students of other disciplines.

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5. New college website with 10 GB memory and unlimited bandwith www.cocaspatna.ac.in has been created. CCTV has been installed in the campus.

6. A three day public extension event "STRIDE 2017" was held from Dec 20 – Dec 22, 2017. Student Union Election was successfully held. College Students participated in annual sports activity of university "Tarang". Individual login id provided to students.

STRENGTH

- Top quality human resources

- Research oriented educational environment

- Fostering a culture of collaborative and participatory research of the highest standard

- Emphasis on industry-institute partnerships

Providing critical support for the differently-abled individuals and for socially disadvantage group. The college gives great importance to all round development of the students by striking a balance between academic and extra-curricular activities. For comprehensive development of the students various workshops, Quizs, group discussions, debates, poetry writing competition and panel discussions are organized with a special focus on music, dance, dramatics and personality development programs.

WEAKNESS

 • Paucity of fund hampering the infrastructural development

• Space crunch particularly because of the urban-centric nature of the

University. As there in absence of open area for sports activities like a

playground we have to compromise in those games which need this facility

like cricket, hockey, badminton etc.

Suggestions & Way Forward

The college has not be able to receive any research patents this assessment year.

Total budget allocated for research endeavour is not satisfactory for this year. Therefore, efforts should be made for resource mobilisation in this arena.

The Innovation centre should encourage R & D with a student-centred approach. All departments can initiate ideas generation and design thinking through the R&D wing.

Providing necessary institutional support to faculty members to strengthen research ecosystem.

The college should further strengthen the provisions for research facilities in terms of laboratory equipment, research journals and research incentives.

More Initiatives need to be taken by the institution for collaboration and MoUs.

The institution should Initiate research by collaborating more with other research organizations / industries/agencies.

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Thus, a set of teachers can be trained for dedicated counselling. More initiative should be taken by the placement cell in providing more placement opportunities to the students passing out from the college. Monitoring of students' progression on regular basis is necessary. Alumni association needs to be strengthened. Scholarships may be initiated at the college and university level for needy student.

1. Prof. Saloni Kumar (Internal Member)

2. Dr. Mridula Kumari (Internal Member)

3. Mr. Sanjay Kumar Pandey (Internal Member)

4. Prof. Nand Kumar (External Member)

5. Prof. Ajay Kumar (External Member)

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College of Commerce, Arts & Science, Patna

Accredited by NAAC with 'A' Grade

Constituent Unit of Patliputra University, Patna

Academic and Administrative Audit Report 2018-19

College of Commerce, Arts & Science, Patna completed Second Cycle of accreditation by NAAC and received the certificate of accreditation in 19 of February 2016, securing 'Grade A' with a Cumulative Grade Point Average of 3.10 out of 4.0 points since then it successfully attempted to maintain its efficacy and efficiency by reviewing it on a regular basis.

The institution has established its Internal Quality Assurance Cell (IQAC) in the year 2010 to ensure a quality culture at the institutional level by initiating, planning and supervising various activities that are necessary to increase the quality of the education imparted in the college. Since its emergence it has developed a system for conscious, consistent and catalytic improvement in the overall performance of the college. The IQAC in the college maintains quality standards in teaching, learning, evaluation and research by conducting the self- evaluation and a site visit by peers from inside and outside the institution on a regular basis.

The main objective of the audit is to ascertain that departments have put in place adequate and effective quality assurance mechanisms in terms of strategies, procedures, their applicability, that ensures quality inputs and consequently quality outputs.

Internal Academic and Administrative Audit (IAAA) was conducted for the academic year 2020- 2021 and the audit was conducted based on AQAR 2020-2021 data collected in the respective department before submitting to the NAAC. The audit committee performed the review of the available resources, their optimal utilization, additional resource requirements and so on for providing quality education.

The college has also taken actions to follow up with the recommendations and suggestions as per the audit report.

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Audit Committee Members:

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2. Prof. Arvind Aditya Raj

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3. Dr. Krishna Bhushan Padmadeo

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Audit was conducted on AQAR 2020-2021 data covering all NAAC Criterion.

Details of the Institution

Name of the Institution	College of Commerce, Arts & Science
Name of the head of the Institution	Prof. Tapan Kumar Shandilya
Designation	Principal
Mobile no.	9431049871
Registered Email ID	principalcocaspatna@gmail.com
Address	In front of Rajendra Nagar Terminal, Kankarbagh Main Road, Patna, Bihar 800020
Contact No.	8083860424, 0612-2350136

Conference/Seminar/Symposium/Workshop organized

- Special Talk was organized to improve the sports culture in the college delivered by the M.P. of Patna Shri. Shatrughan Sinha on 04.10.2018. 250 participants attended the talk.
- One Day workshop on 'Lok Vigyan' was organized to stimulate the scientific temperament of students on 07.02.2019 which was attended by 200 participants.
- A talk was delivered by Dr. Sangam Banerjee of SAHA institute of Nuclear Physics, Kolkata on the topic "Science For People and People for Science" organized on 27.02.2019 attended by 250 participants.
- A one workshop was organized on the topic "Vigyan ek Junoon hai" on 28.02.2019 attended by 200 participants.
- A symposium on Economic Democracy was organized 19.03.2019 attended by 200 participants.
- A one-day cultural fest on the theme "Dholak aur Manjire ki thaap par College of Commerce" was organized on 20.03.2019 attended by 150 participants.
- College has a culture of organizing the Tuesday inhouse departmental seminars in each department of college.

Fund by UGC

- Department of Physics received CRS Project by UGC DAE CSR Indore in the year 2019 (duration of 360 days with the amount of Rs. 256000).

Management Information System at the Institution

- Till date only accounts management is done through MIS

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Certificate Courses introduced

Certificate	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Computer Basics	31/03/2018	30 Days	Employability/ Entrepreneurship	Skill Development
Urdu Basic	31/03/2018	30 Days	Competency enhancement	Skill Development

New courses introduced

Programme/Course	Specialization	Dates of Introduction
BVoc	Skill development	17/07/2019

Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented

Programme Name	Programme Specialization	Date of implementation of CBCS/Elective Course System
M.Com.	Masters Degree in Commerce and Accounts	31/03/2018
M.A.	Masters Degree in Eight Different Subjects	31/03/2018
MSc.	Masters Degree in Physics, Zoology, Mathematics, Chemistry, Botany	31/03/2018

Students enrolled in Certificate Courses

Number of Students	**213**

Curriculum Enrichment

Value-added courses imparting transferable and life skills offered

Value Added Courses	Date of Introduction	Number of Students Enrolled
Employment Enhancement Program	17/07/2018	432

Field Projects / Internships

Project/Programme Title	Programme Specialization	No. of students enrolled
BBA	Internship	276

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Feedback System

Feedback was taken from students, alumni and parents.

Student Enrolment and Profile

Name of the Programme	Programme Specialization	Number of seats Available	Number of Application received	Students Enrolled
BA	Honours course in Arts and Humanities	1539	7000	1450
BCom	Honours course in Commerce and Accountancy	1038	8900	1011
BSc	Honours course in Sciences	1169	4500	1060
MA	Masters in Arts and Humanities	806	911	675
MSc	Masters in Sciences	347	475	310
MCom	Masters in Commerce and Accounts	300	680	290
BVoc	Undergraduates in Vocational	660	1263	623
MVoc	Postgraduates in Vocational	230	486	209

Student - Full time teacher ratio

Year	2018
Number of students enrolled in UG	4058
Number of students enrolled in PG	1524
Number of fulltime teachers available teaching only UG courses	147

Number of fulltime teachers available teaching only PG courses	108
Number of teachers teaching both UG and PG courses	108

Number of teachers using ICT

Number of Teachers on Roll	147
Number of teachers using ICT (LMS, e- Resources)	110
ICT Tools and Resources available	14
Number of ICT Enabled Classrooms	14
Number of smart classrooms	14
E-resources and techniques used	5

Students mentoring system

The College of Commerce, Arts and Science, Patna has an integrated mentoring system that helps students adapt to the dynamic learning environment and lead successful careers. Faculty, parents, and department heads provide guidance and monitoring, while mentors work with industry guides and students during internships. The HOD meets with mentors monthly to review implementation systems and initiate administrative action. The mentoring system increases students' confidence, encourages individual recognition, provides psychosocial support, and promotes leadership by developing interpersonal skills.

Number of students enrolled in the institution	5582
Number of fulltime teachers	255
Mentor: Mentee Ratio	1:22

Number of full-time teachers appointed during the year

No. of sanctioned positions	**144**
No. of filled positions	**108**
Vacant positions	**39**
Positions filled during the current year	**9**
No. of faculty with Ph.D.	**105**

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Honours and recognition received by teachers

Year of Award	2018
Name of full-time teachers receiving awards from state level, national level, international level	Professor Tapan Kumar Shandilya
Designation	Principal
Name of the award, fellowship, received	Best Economist and Administrator of the year awarded by His Excellency governor of Tamilnadu at Ethiraj College for Womens, Chennai

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

Programme Name	Semester/ year	Last date of the last semester-end/ yearend examination	Date of declaration of results of semesterend/ year- end examination
BA	Year	31/07/2019	02/12/2019
BCom	Year	31/07/2019	02/12/2019
BSc	Year	31/07/2019	02/12/2019
MA	Semester	31/07/2019	03/10/2019
MCom	Semester	31/07/2019	03/10/2019
MSc	Semester	31/07/2019	03/10/2019

Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level

The college ensures fair and transparent assessment of students' progress across all schools. Subject teachers provide handouts for papers, outlining assessment methods, assignments, and weightages. Students are informed in advance about assessments and weightages, and departments offer regular tests, pre-final exams, and assignments to help them learn effectively. These assessments are scheduled and announced in advance in the advertisement.

Academic calendar prepared and adhered

The College establishes an academic calendar at the start of each semester, ensuring that academic and extracurricular activities are followed without external interference. This system allows for systematic and disciplined approach to both academic and extracurricular activities, preventing extracurricular activities from impacting the internal assessment process. This approach fosters responsibility and timeliness among students, while also ensuring transparency in Continuous Internal Assessment administration, with strict deadlines for correction and grade uploading.

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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
UG3AH	BA	Arts and Humanities	1375	1352	98.32
UG3SC	BSc	Science	1002	987	98.5
UG3COM	BCom	Commerce	988	903	91.39
PGAH	MA	Post graduation in Arts and Humanities	675	668	98.96
PGSC	MSc	Post graduation in Science	302	298	98.67
PGCOM	MCom	Post graduation in Commerce	290	272	93.79

Student Performance and Learning Outcomes

College effectively communicates learning outcomes of programs and courses' to teachers and students through a clear mechanism. The departments provide a syllabus for students and faculty reference. Faculty discusses learning outcomes at the end of each study topic. Lessons outline expected knowledge, skills, and competencies. Curriculum and learning outcomes are uploaded to the institution website. Teachers are communicated about these outcomes at IQAC and Institution Committee meetings.

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Research, Innovations and Extension

This is the third criteria defined by NAAC Accreditation which focuses on academic research and new innovations. It also extend consultancy services for the students from the institution so that they are able to face real life problems and also make them responsible towards the society. It also instigates them to indulge in extra-curricular activities for their overall development. These are the parameters for the evaluation and assessment of this criterion and also to suggest them the way forward.

Resource Mobilization for Research

o   Total Research funds sanctioned was 7,92,000 from agencies & organisations out of which 2,56,000 was received during the assessment year.

Innovation Ecosystem

o   Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year was only one.
o   Total number of Incubation centre created, start-ups incubated on campus during the year was only one. It was sponsored by Bihar Vidyapeeth.

Research Publications and Awards

o   Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year was nil.
o   Two teachers from the college received awards from the state government.
o   The total number of PhD students was 16 whose PhD degree was awarded. It was spread over all the 17 conventional departments running in College.
o   Number of research papers in the Journals notified on UGC website during the year was 33. The research papers published in the national journals was 28 whereas 5 were published in the international journal.
o   Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year was 11.
o   The H- Index of the Institutional Publications during the year (based on Scopus/ Web of science) was 15 and the total number of citations was 82.
o   The total number of faculty participation in Seminars/Conferences and Symposia during the year was 42.

Extension Activities

o   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 was 41. The total participation of teachers and students was 8 and 33 respectively.
o   Awards and recognition received for extension activities from Government and other recognized bodies during the year was only 1 which was awarded by Govt of Tamil Nādu.
o   The total number of 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 was 75.
o   Number of collaborative activities for research, faculty exchange, student exchange during the year was just 1. It was a CRS project.

- Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year was nil.
- Only one MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the assessment year.

Suggestions

- Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index was not satisfactory and needs to be improved with utmost priority.
- The institution needs to make efforts to sign collaborative MoUs with diverse agencies.
- The college also requires to encourage entrepreneurship, internship, skill development and on job training.
- The faculty members should try to write research papers in high impact journals and efforts should be made for higher citations.
- The teaching community should try to earn more rewards for their contribution in innovation in the field of science & technology.
- Although, the college has organised few conferences & seminars in its premises but it has potential to organise several such events across disciplines and departments.

INFRASTRUCTURE AND LEARNING RESOURCES

Physical Facilities

Budget allocation, excluding salary for infrastructure augmentation during the year

- During the year, a budget of Rs.5,000,000 was allocated for infrastructure augmentation, excluding salary expenses.
- Of this allocated budget, Rs.4,512,560 was utilized for infrastructure development.
- This expenditure represents a significant investment in enhancing our infrastructure, which is crucial for the growth and efficiency of our organization.
- It demonstrates our commitment to improving our facilities and ensuring a conducive environment for our operations.

Details of augmentation in infrastructure facilities during the year

During the year, there were several significant developments in the augmentation of infrastructure facilities on our campus. The following is a summary of the changes:

- Campus Area: The campus area remained the same as the existing one, with no additional land or expansion.
- Classrooms: The existing classrooms were maintained without any additions or changes.
- Laboratories: The laboratories also remained as they were, with no new ones added during the year.
- Classrooms with LCD facilities: In a positive development, new classrooms equipped with LCD facilities were added during the year. This enhancement aims to provide advanced teaching and presentation capabilities.
- Seminar Halls with ICT facilities: New seminar halls with state-of-the-art ICT (Information and Communication Technology) facilities were established, enhancing our ability to host technology-driven seminars and events.
- Classrooms with Wi-Fi OR LAN: To keep up with the modern educational requirements, newly added classrooms were equipped with either Wi-Fi or LAN connectivity, ensuring that students and faculty have access to a reliable internet connection for their educational needs.

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- These infrastructure enhancements reflect our commitment to providing a conducive and technologically advanced environment for learning and research. We look forward to leveraging these improvements to benefit our academic community in the coming years.
- The traditional approach of single-storey buildings with limited classroom capacity is no longer sufficient to support the evolving educational landscape. With an increasing number of students and the demand for specialized teaching spaces, the need for multi-storeyed structures has become evident.
- By constructing multi-storeyed buildings, we can ensure that each semester's classes have dedicated and well-equipped classrooms. This arrangement not only enhances the learning environment but also allows for better organization and scheduling of classes. Students can have a comfortable and conducive space for their studies, leading to improved educational outcomes.
- Furthermore, individual rooms for teachers are essential for fostering a productive teaching and research environment. These rooms provide teachers with private spaces to prepare lectures, hold discussions, and engage in research activities. Such facilities are instrumental in maintaining the quality of education and promoting academic excellence.

Library as a Learning Resource

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

In 2022, the library underwent a significant transformation with the implementation of the Integrated Library Management System (ILMS) software known as EDUWIN. This automation marked a partial shift towards a more efficient and streamlined library operation. With the fourth version of EDUWIN in place, various aspects of library management were automated, enhancing accessibility and ease of use for library patrons and staff. This transition represents a step forward in leveraging technology to optimize library services while maintaining some manual processes to ensure a seamless and user-friendly experience.

Library Services

- In terms of library services, we currently offer a collection of 48,000 textbooks, which remains unchanged.
- The addition of 100 new reference books, bringing the total count of reference books in our library to 700.
- This expansion enhances our resources and provides our patrons with even more valuable reference materials.

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

- Santosh Kumar, a dedicated teacher, has contributed significantly to the field of education by developing e-content for the module titled "Solid State Physics."
- This valuable educational resource is available on the "Distinct Physics" platform.
- Santosh Kumar's commitment to enhancing learning opportunities is evident from the launch date of this e-content, which was made accessible to students on March 17, 2019.
- Such contributions by educators like Santosh Kumar play a crucial role in the advancement of online education and the overall improvement of the learning experience.

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IT Infrastructure

Technology Upgradation (overall)

- o In terms of overall technology upgradation, we currently have a total of 168 computers distributed across various areas within our institution. These include 4 computers in the computer lab, 168 computers with internet access, 2 computers in browsing centers, 1 in the computer center, 8 in the office, and 28 in various departments.
- o For internet connectivity, we have a total available bandwidth of 100 MBPS/GBPS, ensuring a reliable and efficient connection for all our users.
- o As of now, there have been no recent additions or changes to our technology infrastructure. We remain committed to providing the best possible technology resources to support the academic and administrative needs of our institution.

Facility for e-content

- o The e-content development facility, which includes video lectures and a media center for recording, can be accessed through the following link: https://www.youtube.com/distinctphysics
- o This platform hosts a variety of video lectures and media resources for educational purposes. You can explore the content available on this channel to access valuable educational materials.

Maintenance of Campus Infrastructure

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

- o During the fiscal year, an allocated budget of Rs.1,000,000 was designated for academic facilities. The actual expenditure for the maintenance of these academic facilities amounted to Rs.734,561, reflecting a judicious use of resources in ensuring their optimal functioning.
- o In parallel, a budget of Rs. 5,000,000 was earmarked for the maintenance of physical facilities. The expenditure incurred in this regard total Rs.4,512,560. These financial allocations underscore the institution's commitment to sustaining a conducive learning environment, both academically and physically, enhancing the overall educational experience for its stakeholders.

Proper maintenance and management of these facilities are crucial for creating a conducive learning environment. Here's a summary of the key points you've mentioned:

Maintenance of Physical Facilities:

- o Regular maintenance of buildings and internal campus by a dedicated maintenance team.
- o Adequate toilet facilities for both boys and girls, maintained by a hired housekeeping team.
- o Regular cleaning of water tanks and water purifiers throughout the campus.
- o Routine cleaning and maintenance of coolers and replacement of RO systems.

Well-defined signage for department boards and pathways connecting different departments and amenities.

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Maintenance of Academic Facilities:

- o Upgradation of teaching pedagogy for students in class, including attendance management and assignment/project report management.

- o Automation of library management through Eduwin MIS software, including book classification, indexing, tracking, and notifications.

- o Efficient management of library resources, purchase management, stock reports, and generation of purchase bills/invoices.

- o Availability of various categorized products and the ability to generate purchases and orders through the store management system.

- o Utilization of ICT units and smart classrooms to enhance the teaching-learning process, incorporating live data and presentations to engage students.

It's clear that the college is committed to providing a well-maintained and technologically advanced environment for its students and staff, ensuring that academic resources and facilities are effectively managed and utilized. This approach is essential for delivering a high-quality education experience.

Student Support and Progression

Student Support

College has facilitating mechanism like guidance cell, placement cell, grievance redressal and welfare measures to support students. Institution has a well-structured, organized guidance and counseling system in place. Students are benefitted by scholarships provided by the institution.

- o 1100 students received financial support through Student Credit Card. Capacity building Programmes and Skill enhancement initiatives are positively taken by the college.
- o 300 students got personal counselling and mentoring through college experts.
- o 124 students received Yoga and meditation training.209 students enrolled for remedial classes.
- o Timely redressal of the grievances through appropriate committees are well taken off by the college.

Student Progression

 College is concerned for student progression to higher studies and their employment is a pertinent issue. The institutional provisions facilitate vertical movement of students from one level of education to the next higher level or towards gainful employment. Students are benefitted by career counselling offered by the institutions for various competitive exams.

- o Nearly 600 students were benefitted by career counselling. 212 received training for various competitive exam.
- o Career counselling of 340 students was done out of which 18 students passed the competitive exam and 24 students were placed in places.
- o Students pursue to higher level in education till Ph.d.
- o 14 students cleared NET examination

Student Participation and Activities

College promotes inclusive practices for social justice and better stakeholder relationships. The college promotes value- based education for inculcating social responsibility and good citizenry amongst its student community. College has the required infrastructure and promotes active participation of the

students in social, cultural and leisure activities. Encouraging students' participation in activities facilitates developing various skills and competencies and foster holistic development.

- o College regularly organizes sports competition at college level as well as University level. Students participate in various sports activities like chess, volleyball, kabaddi , karate etc.
- o Cultural activities like singing and dancing competition, mehandi, Nukkad Natak are also organized at regular intervals. Spic Macay organization also performs occasionally.
- o Students are actively indulged in NSS and NCC activities.
- o Students union committee are always encouraged to play active role in decision making process and they work for the general interest and welfare of the students. It brings grievances and problem of the student to appropriate authorities.
- o It also organizes Freshers party, farewell party, Educational trips, Student welfare programme and cultural activities.

Alumni Engagement

The Alumni are a strong support to the institution. But unfortunately, college doesn't have any registered alumuni association. However, steps were taken to activate alumni association. For this meeting were also held.

This section broadly audits the issues pertaining to governance, leadership & management. In addition, it also examines the steps taken by the college to promote institutional values & best practices.

Our college seeks to provide not only quality education but also envision the holistic development of the students. It inculcates human values among its students as well as employees of the college. There is a very strong coordination and interpersonal relationship between all the employees of the college (including academic and non-academic). The college works with the motto "vidya vineyench" which literally means and highlight humility and politeness as the indicators of intellectual qualities. Every problem in life can be ignored and can be solved with remaining calm, humble and polite. This motto isalso reflected in our college logo. As our college caters students from both rural and urban background, so it always tries to fulfill the advantage to them. This college not only produced good academician but also good leaders andsocial reformers so that they can bring a significant change in the society as well as change in the lives of million. Our college is a constituent unit of Patliputra University, Patna and the university is the ultimate policymaker of the college. While college is responsible for its effective implementation to all the policies related to admission, results, examinations, finance etc. The Students union members are always encouraged to participate in various developmental activities of the college. Through this participation of students, it also develops a good interaction between teachers and students.

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The following are the strategies adopted for Teaching and Learning, : 1. Well-prepared course handouts with objectives and learning outcomes for each subject. 2. A variety of cutting-edge educational tools that use the most recent teaching and learning techniques. 3. Value-added programmes that prepare students for the demands of the workplace. 4. Backlog and remedial lessons to meet the various demands of the students. 5. Advanced learner projects, internships, and seminars. Every department has an Examination Committee that oversees continual evaluation via weekly tests, assignments, skill development, quizzes, and pre-final examinations. The Examination Committee guarantees that the Patliputra University format is followed when creating the question paper and grading it. Students are provided constructive test comments, and exam results are posted on the department notice board.

Suggestions for improvement of academics. Cooperation in maintaining discipline. Participation in cultural events, sports etc. Personality class of B.Sc. I (Honours) conducted a seminar on the topic Respect your parents and elders on 01.11.2018. The Parents' Day Celebration was organised on 16th December, 2018 with the students of the College and their parents, was celebrated with joy and enthusiasm by the students. Around a hundred and fifty parents and students participated in the programme. All the departments have conducted parent teacher meeting.

The institution has given serious consideration to the NAAC recommendations and took up several initiatives for the overall development and quality enhancement during the following years. 1. IQAC is fully functional and the functioning of the college is being planned, implemented and monitored by this very active cell. 2. Along with IQAC several other committees have been constituted for enhancement of quality in the various segments/sectors of the college. 3. Special emphasis has been given for the promotion of research both for the faculty and students.

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We have provision for Rain Water Harvesting. We have developed one Vermicomposting unit in the garden of Botany Department. We have submitted proposal to Bihar Govt. for installation of Solar Energy Panel of capacity 30 Kva on a subsidized rate. Our institution is very much concerned about environmental issues. We are quite attentive and precise about how we manage degradable and nondegradable garbage.For degradable waste management, we offer a vermicomposting facility and a phytoremediation unit. We have signed a Memorandum of Understanding with Delhi Public School in Patna to recycle waste papers as they have their own waste paper recycling facility. We have an e-waste management arrangement with Karo Sambhav. LED bulbs have replaced the Campus Street lights considering the costsavings and environmental benefits. Our campus has a rainwater harvesting system. We make a concerted effort to improve the Campuss green cover. We are trying to develop a facility for the disposal of Hazardous chemicals and Radioactive wastes.

Best Practices

(1) Ever since the evolution of this universe, mankind has always aspired for a harmonious relationship with nature namely flora & fauna. The Gurkula, of our traditional education system has always emphasized for this relationship. In our modern educational system, we try to inculcate these traditional practices which serve two fulfill two-fold aims, at one end it makes student familiar with ecological system and secondly it helps in achieving the United Nations Climate Conference (COP) goals at micro level. The college aims to provide an ecofriendly campus to students, a miniature step towards the attainment of this macro aim is by having, a fish pond attached with the Zoology department of college which is used for studying fish culture and freshwater Zooplankton.

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(2) In addition to this the pond water is used for various ecological experiments. This fish pond is used for rain water harvesting also. Rainwater of Zoology department, Science block and Arts block (containing departments of Mathematics, Political science and Economics) is collected in this fish pond after some basic filtering. After a few days, this clustered rainwater is used for watering Botanical Garden.

(3) In this era of environmental degradation, excessive use of chemical fertilizers has emerged as new challenge in front of academic fraternity. These chemicals not only tend to make soil barren gradually but also pose a possible health threat to humans. There is a paradigm shift in the outlook of society towards food items and people are preferring organic food and to produce organic products organic manure is a pre requisite. The Botanical garden of College of Commerce, Arts and Science, Patna has a Vermicompost unit which is used for vermicasting and solid waste management. The organic waste inside the campus is used as a raw material for vermicomposting and the vermicast thus produced is presently used as manure for the plants of Botany garden and other plants in the campus. This vermicompost unit is being used to give idea and train our students in vermicasting which may enable them to even run small scale industries in future. We plan to expand our vermicompost unit to a comparatively larger scale so that the running cost can be met by marketing the surplus produce.

Way Forward

o Financial support for the students by National and International agencies must be explored. Campus placement drive for the students may be initiated.

o In Sports professional coaches of different games could be appointed so that our capable students may shine at national and international level.

o Alumuni meet should be initiated. Steps must be taken to hasten up the registration of the Alumni Association.

o High ranking postgraduate and research students may be promoted with opportunities of Peer Teaching after official class hours. A remuneration shall also be given to them.

o A Career Assistance center may be formed to extend support to students for internal exams like TOEFL.

o Skill development and Research must be promoted further. There can be collaborations with external agencies like Skill Development Corporation of India.

Prof. Rachna Suchinmayee (Internal Member)

Prof. Arvind Aditya Raj (Internal Member)

Dr. Krishna Bhushan Padmadeo (Internal Member)

Dr. Manoj Kumar (External Member)

Dr. Vibhash Chnadra (External Member)

College of Commerce, Arts & Science, Patna

Accredited by NAAC with 'A' Grade

Constituent Unit of Patliputra University, Patna

Academic and Administrative Audit Report 2019-2020

The College of Commerce, Arts & Science, Patna received 'Grade A' accreditation from NAAC in 2016, demonstrating its commitment to quality through its Internal Quality Assurance Cell.

In 2010, the institution established its Internal Quality Assurance Cell (IQAC) to promote a quality culture at the institutional level. The IQAC oversees various activities to enhance the quality of education, focusing on conscious, consistent, and catalytic improvement. Regular self-evaluation and site visits by peers from within and outside the institution maintain quality standards in teaching, learning, evaluation, and research.

The audit aims to verify if departments have effective quality assurance mechanisms in place, ensuring quality inputs and outputs through strategies, procedures, and applicability.

The Internal Academic and Administrative Audit (IAAA) was conducted for the 2019-2020 academic year, based on AQAR 2019-2020 data collected in each department, to review available resources, optimize utilization, and identify additional requirements for quality education.

The college has taken steps to implement the recommendations and suggestions outlined in the audit report.

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Audit Committee Members:

1. Dr. A.K. Bhaskar

Professor, Department of Physics

College of Commerce, Arts, & Science, Patna

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Contact No: 7004254301

2. Dr. Santosh Kumar

Associate Professor, Department of Physics

College of Commerce, Arts, & Science, Patna

Email: santoshkumar.coc@gmail.com

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3. Dr. Vijay Kumar

Associate Professor, Department of Mathematics

College of Commerce, Arts, & Science, Patna

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4. Dr. Amitabh Singh

Associate Professor,

Centre for Russian and Central Asian Studies, School of International Studies,

Jawaharlal Nehru University, New Delhi

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5. **Dr. Surya Bhushan**

Associate Professor,

Development Management Institute (DMI), Patna

Email: sbhushan@dmi.ac.in

Contact No: 7091496204

Audit was conducted on AQAR 2020-2021 data covering all NAAC Criterion.

Name of the Institution	College of Commerce, Arts & Science
Name of the head of the Institution	Prof. Tapan Kumar Shandilya
Designation	Principal
Mobile no.	9431049871
Registered Email ID	principalcocaspatna@gmail.com
Address	Opposite Rajendra Nagar Terminal, Kankarbagh Main Road, Patna, Bihar 800020

FDP/ Quiz Contest

- IQAC conducted an FDP on Libra office in collaboration with remote learning spoken tutorials, IIT Mumbai on dt. 15.06.2020. 184 participants were benefitted by the FDP in 7 days of duration.
- Quiz Contest on Analogue and Digital Electronics on 25.06.2020 (06 days, 65 Participants).

Fund by UGC

- Department of Physics received CRS Project by UGC DAE CSR Indore in the year 2020 (duration of 360 days with the amount of Rs. 256000).

Information System Management

Institution has an operational management information system for these modules:

- User Management and Admin Control panel,
- Academic Management,
- Fee Management,
- Account and Fee Management,
- Inventory/Store Management,
- Alumni Management,
- Pre-Admission/Admission Management

Significant contributions made by IQAC

- The IQAC carried out numerous efforts to improve academic quality and develop college infrastructure.
- The college has implemented a system for student evaluation of teachers' performance in all academic courses, with the Principal communicating the scores individually.
- IQAC has implemented measures to prevent plagiarism, improve academic performance, automate college activities, and conduct internal audits of academic activities.

Implementation of the curricula

- Each programme's curriculum focuses on development aspects like environment, sustainability, gender sensitization, health, and human values research methodology, with a focus on global, national, and local agendas.
- The University ensures timely delivery of its prescribed curriculum, enabling students to think critically and compete globally with their respective academic requirements.

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- Department Heads and a central committee addresses student issues, collaborating for institute growth and effective teaching methods using teaching aids, models, or technology.

Certificate Courses introduced/ Offered

- A certificate course was introduced on 7 February, 2020 on Tally Course focusing on entrepreneurship skill development.
- BVoc course was introduced on Computer Accounting, GST, Audit and Account Executive on 17 July 2020.
- Choice Based Credit System (CBCS) was adapted on 31 March, 2018 in all P.G. courses.
- 162 students enrolled in 212 diploma courses.
- A value-added course PGDCR was offered during the year providing a better career opportunity.

Field Projects / Internships

Project/Programme Title	Programme Specialization	No. of students enrolled
BBM	Sales and Marketing	335
BOT	Industrial Training	31

Feedback System

- The college management actively addresses stakeholder (including student, teachers, employers and alumni) concerns through structured feedback, implementing corrective actions, and promoting a "student-centric" approach to address issues and complaints.

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Teaching, Learning and Evaluation

- The teaching process is based on clear learning outcomes aligned with program/course objectives, with instruction being meticulously planned, prepared, and executed considering the diverse needs of all student groups.

- The teaching and learning process considers curricula, students' skills, prior knowledge, and unique demands, enriching learning through recent research, industrial applications, and teamwork development.

- Teaching strategies are creative, diverse, and effective, promoting individual learning, critical thinking, and student ownership of their education, utilizing available resources and tools.

Student Enrolment and Profile

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Honours in eleven Conventional subjects	1689	7150	1539
B.Sc.	Honours Course in five Conventional subjects	1285	4775	1166
B.Com	Honours course in Commerce and Accounts	1141	9200	1137

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M.A.	Master Degree in Seven conventional subjects in the faculties of Arts and Humanities	887	1223	745
M.Sc.	Master Degree in five Conventional science subjects	382	891	347
M.Com.	Master Degree in Commerce	300	2112	292
B.Lib. Sc.	Honours Degree in Library Science	90	193	87
BCA	Honours Degree in Computer Application	120	788	120
BBM	Honours Degree in Business Management	150	763	149
MCA	Masters Degree in Computer Applications	60	263	59

Student- Teacher Ratio

Year	Number of students enrolled (UG)	Number of students enrolled (PG)	Number of fulltime teachers (UG Courses)	Number of fulltime teachers (PG Courses)	Number of teachers teaching both UG and PG courses
2019	3193	628	147	108	255

Percentage of teachers using ICT

- Among 147 faculty members 136 are using ICT (LMS, e- Resources)
- 14 ICT Tools and resources available
- College has 14 ICT enabled smart Classrooms
- 5 E-resources and techniques are used by the faculty members.

Number of Teachers	147
Number of teachers using ICT (LMS, e-Resources)	136
ICT Tools and resources available	14
Number of ICT enabled Classrooms	14
Number of smart classrooms	14
E-resources and techniques used	5

Mentor: Mentee Ratio

Number of students enrolled	Number of fulltime teachers	Mentor: Mentee Ratio
3821	147	1:26

Full time teachers appointed during the year

No. of sanctioned positions	144
No. of filled positions	112
Vacant positions	32
Positions filled during the current year	8
No. of faculty with Ph.D.	108

Honours and recognition received by teachers

Year of Award	Name of full-time teachers receiving awards	Designation	Name of the award
2019	Professor Tapan Kumar Shandilya	Principal	Best Principal Award
2019	Dr. Santosh Kumar	Associate Professor	Teacher of the Year (ROTARY Club)

Assessment Process

- The guidelines of Patliputra University with regard to conduct of internal evaluation is strictly followed.

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

Programme Name	Semester/ year	Last date of the last semester-end/ yearend examination	Date of declaration of results of semesterend/ year- end examination
BA	2019-20	30/09/2020	31/12/2020
BSc	2019-20	30/09/2020	31/12/2020
BCom	2019-20	30/09/2020	31/12/2020
MA	2019-20	31/07/2020	21/09/2020
MSc	2019-20	31/07/2020	21/09/2020
MCom	2019-20	31/07/2020	21/09/2020

Continuous Internal Evaluation (CIE) system

- Faculty members evaluate students through projects, presentations, and tasks. Grades are given in science labs based on attendance, viva voce exams, and lab logs.
- Student exams are administered by external examiners selected from various colleges.
- Students participating in outreach and cultural activities, NCC cadets, and active members of extracurricular societies are given special opportunities to catch up with the rest of the class.
- The labs implemented a systematic ongoing evaluation process.

Academic Calander

- College of Commerce, Arts and Science adheres to the academic calendar and examination schedule announced by the University.

Pass percentage of students

Programme Code	Programme Name	Number of students	Number of students passed	Pass Percentage

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		appeared in the final year examination	in final year examination	
UG3AH	BA	Arts and Humanities	1192	96
UG3SC	B.Sc.	Science	644	94.4
UG3COM	B. Com.	Commerce	937	98.8

<mark>Student Performance and Learning Outcomes</mark>

Student Satisfaction Survey

- Student Satisfaction Survey was carried out for the session.

RESEARCH, INNOVATIONS AND EXTENSION

The Deliberations and Decision of the Audit Panel suggests that the academic environment, physical and social, is generally conducive to learning, and the level of research and other scholarly activities is appropriate to the level of teaching. A committee comprising the institution and industry and other principal stakeholders meets regularly for the purposes of manpower planning. An active interface exists with industries for the purposes of identifying programmes of study and suitable work experience compatible with the students' programme. The institution plays an active role in inculcating the spirit of a healthy community and in providing its services and expertise to it to promote psycho-socio-economic integration and development.

Resource Mobilization for Research

Total Research funds sanctioned and received from various agencies, industry and other organisations was 256000 during the assessment year.

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Innovation Ecosystem

Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year was only one.

Total number of Incubation centre created, start-ups incubated on campus during the year was only one. It was sponsored by Bihar Vidyapeeth.

Research Publications and Awards

Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year was nil.

Two teachers from the college received awards from the state government.

The total number of PhD students was 13 whose PhD degree was awarded. It was spread over all the 17 conventional departments running in College.

Number of research papers in the Journals notified on UGC website during the year was 35. The research papers published in the national journals was 28 whereas 12 were published in the international journal.

Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year was 07.

The H- Index of the Institutional Publications during the year (based on Scopus/ Web of science) was 15 and the total number of citations was 77.

The total number of faculty participation in Seminars/Conferences and Symposia during the year was 35.

Extension Activities

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 was 112, which is impressive.

Awards and recognition received for extension activities from Government and other recognized bodies during the year was 72.

The total number of 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 was 142 for students and 63 for students. The areas of contribution mostly include Swachh Bharat Mission, Aids awareness campaign, blood donation camps etc.

Number of collaborative activities for research, faculty exchange, student exchange during the year was just 1. It was a CRS project.

Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year was 17.

Nineteen MoUs were signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the assessment period.

Suggestions & Future Course of Action

Although, the college has organised few conferences & seminars in its premises but it has potential to organise several such events across disciplines and departments.

The institution should Initiate research by collaborating more with other research organizations / industries/agencies.

Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index was not satisfactory and needs to be improved with utmost priority.

The faculty members should try to write research papers in high impact journals and efforts should be made for higher citations.

The college also requires to encourage entrepreneurship, internship, skill development and on job training.

Creation of Seed money at the college level to facilitate research & training.

The college should further strengthen the provisions for research facilities in terms of laboratory equipment, research journals and research incentives.

Establishing specific research units / centres for promoting and directing research. In addition the created research committee should also scrutinise the research projects on priority basis and allocate resources accordingly.

INFRASTRUCTURE AND LEARNING RESOURCES

Physical Facilities

Budget allocation, excluding salary for infrastructure augmentation during the year

- During the fiscal year, a budget of Rs. 10,000,000 units was allocated for infrastructure augmentation, excluding salary expenses.
- However, the actual expenditure exceeded the allocated budget, total Rs. 10,759,672.

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- This overspending indicates a demand for increased investments in infrastructure development, possibly due to unforeseen requirements or cost overruns in ongoing projects.
- Effective financial planning and allocation adjustments might be necessary to ensure optimal resource utilization in future budgetary cycles.

Details of augmentation in infrastructure facilities during the year

- During the year, several enhancements were made to our infrastructure facilities to provide an even better learning environment for our students.
- Campus area remained the same as existing, but significant improvements were made within it. The addition of new classrooms, equipped with state-of-the-art LCD facilities. These modern classrooms will undoubtedly enhance the quality of education we offer.
- Our existing laboratories and seminar halls were maintained and continue to serve as crucial hubs for practical learning and knowledge sharing. The seminar halls are also equipped with ICT facilities to facilitate interactive and engaging presentations and discussions.
- In addition to the physical facilities, we also invested in valuable equipment during the year. The precise value of the equipment purchased. These new acquisitions will undoubtedly contribute to the overall educational experience of our students.
- These infrastructure upgrades reflect our commitment to providing a conducive and innovative environment for learning and growth. We look forward to leveraging these enhancements to further empower our students in their academic pursuits.
- The demand for multi-storeyed buildings in educational institutions is driven by the need to cater to the growing number of students and the requirements for specialized teaching and research spaces. These buildings

are a crucial investment in the future of education, ensuring that both students and teachers have the resources they need to excel in their academic endeavours.

Library as a Learning Resource

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

- In 2020, the library underwent a significant transformation with the implementation of an Integrated Library Management System (ILMS) called EDUWIN.
- This software, version 4, brought a wave of automation to the library's operations. However, it's important to note that the automation was only partially integrated, meaning that certain aspects of library management still required manual intervention. Nonetheless, EDUWIN marked a significant step towards streamlining library processes and enhancing efficiency.

Library Services

- In the realm of library services, we currently possess an extensive collection of 52,000 text books.
- Looking ahead, introduce 3,000 new text books to augment our existing collection, bringing the total to 55,000.
- On the other hand, our selection of reference books counts steady at 700.
- Furthermore, we will be exploring opportunities to expand our reference book collection to cater to the evolving needs of our library patrons. Stay tuned for updates on this front as we continue to strive for excellence in our library services.

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

E-content development by teachers has been a crucial aspect of modern education, and various platforms have played a pivotal role in facilitating this process. One notable example is Santosh Kumar, who co-instructed the module titled "Learning Physics through Simple Experiments." This module was hosted on MOOKIT, IIT Kanpur, and was officially launched on 20th September 2016.

Santosh Kumar's contribution to e-content development underscores the importance of educators in creating engaging and accessible online resources for students. The use of platforms like MOOKIT and others, including e-PG-Pathshala, CEC (Under Graduate), SWAYAM, NPTEL/NMEICT, and institutional Learning Management Systems (LMS), has enabled educators to reach a wider audience and enhance the quality of education through digital means. This collaborative effort between teachers and technology platforms has significantly enriched the learning experience for students across the nation.

IT Infrastructure

Technology Upgradation (overall)

- In terms of technology upgradation, our institution has made significant strides in enhancing its overall digital infrastructure. Currently, we have a total of 168 computers distributed across various departments, computer labs, and office spaces. These computers are equipped with internet connectivity, with 168 computers having access to the internet, along with an additional 2 computers in browsing centers.

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- Moreover, we have two dedicated computer centers that cater to specific technological needs, and our administrative office has one computer. Furthermore, there are computers available in a total of 28 different departments throughout the institution, ensuring that digital resources are accessible to a wide range of academic and administrative functions.
- In terms of bandwidth, we have a substantial bandwidth capacity of 100 MBPS/GBPS, which supports the smooth functioning of our online activities and facilitates high-speed data transfer.
- In the spirit of continuous improvement, we have recently added 25 new computers to our infrastructure, further enhancing our digital capabilities. This investment will contribute to our institution's ongoing efforts to stay at the forefront of technological advancements and provide the best possible resources for our students and staff.

Facility for e-content

- For e-content development, we have a dedicated facility known as the "Video Lectures Center."
- It can access our video lectures and media center through the following link: www.youtube.com/distinctphysics. This facility is equipped with state-of-the-art recording equipment and resources to create high-quality e-content for educational purposes.

Maintenance of Campus Infrastructure

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

- During the year, the institution allocated a budget of Rs.4,000,000 for the maintenance of academic facilities. However, the actual expenditure

incurred on the maintenance of academic facilities amounted to Rs.3,596,911.

- In addition to academic facilities, a budget of Rs.7,000,000 was assigned for the maintenance of physical facilities. The expenditure for maintaining physical facilities during the same period exceeded the budget, total Rs.7,162,761.

- It's important to note that these figures represent the expenses for facility maintenance, excluding the salary component, incurred by the institution during the year. Properly managing and budgeting for the maintenance of both academic and physical facilities is crucial for ensuring a conducive learning environment.

It appears you have provided information about the general policies and procedures regarding the utilization and maintenance of infrastructure and facilities at college, which follows the guidelines of Patliputra University. Here's a summary of the key points you've mentioned:

- Committees and Subcommittees: The Staff Council at your college has various committees and subcommittees, including the Planning and Development Committee, Library Committee, Sports Committee, Building Maintenance Committee, and the Purchase and Stock Verification Committee. These committees oversee and supervise the utilization and maintenance of support facilities.

- Scheduling and Notifications: The schedule for the utilization of laboratories and classrooms is communicated through the official timetable, which is posted on the college notice board and provided to individual teachers. Notices regarding procedures and policies for utilizing various facilities are issued by the Principal's office.

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- Library Committee: The Staff Council nominates a Convener for the Library Committee, along with other faculty members and departmental teacher in-charges as members. This committee allocates funds for purchasing new books and other library requirements based on recommendations from teachers, counter-signed by departmental teacher in-charges and the Convener.
- IT Infrastructure: The college constantly upgrades its IT infrastructure as per requirements and ensures that all students have access to adequate IT facilities. Annual reviews of IT infrastructure and knowledge dissemination are carried out.
- Lab Usage: Rules and regulations for using labs by students are clearly displayed in the labs.
- Sports Facilities: The college provides facilities for various sports, including Kabaddi, Cricket, Football, Volleyball, Table-Tennis, Boxing, Yoga, etc. It also organizes Self-defense (Tae-Kwondo) classes. The Sports Committee creates an annual calendar that includes inter-departmental tournaments, summer and winter camps, and the Annual Athletics Meet.
- Audit and Follow-Up: Maintenance and utilization of physical, academic, and support facilities are crucial aspects of both internal and external audits. Reviews of audit assessments are initiated, and follow-up actions are taken.

Student Support and Progression

Student Support

College has facilitating mechanism like guidance cell, placement cell, grievance redressal and welfare measures to support students. Institution has a well-structured, organized guidance and counseling system in place. Students are benefitted by scholarships provided by the institution. students received financial

support through Student Credit Card. Capacity building programmes and Skill enhancement initiatives are positively taken by the college. Number of Students benefitted by scholarships provided by the institution has increased. 1300 students received scholarship of Rs. 250000.Capacity building Programmes and Skill enhancement initiatives are positively taken by the college. Yoga, meditation and personnel counselling are done by external as well as college experts173 students received yoga training by Bramhakumaris. 300 students received personal counselling and mentoring. Timely redressal of the grievances through appropriate committees are well taken off by the college.

Student Progression

College is concerned for student progression to higher studies and their employment is a pertinent issue. The institutional provisions facilitate vertical movement of students from one level of education to the next higher level or towards gainful employment. Students are benefitted by career counselling offered by the institutions for various competitive exams. Few students are benefitted by campus placement drive during this year.12 students were selected B. Brains development Society and 4 were selected SCKO India Pvt. Ltd. Two students have qualified for civil services also.

Student Participation and Activities

College promotes inclusive practices for social justice and better stakeholder relationships. The college promotes value- based education for inculcating social responsibility and good citizenry amongst its student community. College has the required infrastructure and promotes active participation of the students in social, cultural and leisure activities. Encouraging students' participation in activities facilitates developing various skills and competencies and foster holistic development. College regularly organizes sports competition at college level as

well as University level. Students participate in various sports activities like chess, volleyball, kabaddi , karate etc. Cultural activities like singing and dancing competition, mehandi, Nukkad Natak are also organized at regular intervals. Spic Macay organization also performs occasionally. Students are actively indulged in NSS and NCC activities. Students union committee are always encouraged to play active role in decision making process and they work for the general interest and welfare of the students. It brings grievances and problem of the student to appropriate authorities. It also organizes Freshers party, farewell party, Educational trips, Student welfare programme and cultural activities.

Alumni Engagement

The Alumni are a strong support to the institution. The Alumni Association of college is registered under societies Registration Act 1860 is very active. Especially since last few years alumni contact information has been gathered They are invited in college events and programmes, all departments regularly conduct alumni meet at departmental level. This year alumni meet was conducted but at low level .Alumni association also provide scholarship to students on need cum merit basis.

Way Forward

Skill development has to be promoted further. There can be collaborations with external agencies like Skill Development Corporation of India. More common rooms and toilet facility shall be provided for the students. Rural and Semi-Urban weaker students of the college do not have proper internet facilities to which makes them dependent on local cybercafés and other external agents. It is therefore, recommended that more initiative be taken by the college to overcome such problems by conducting online/offline workshops that provide proper guidance and make them computer friendly.

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Audit Related to governance, leadership & management. Also, efforts towards institutional values & best practices were evaluated.

The administration responsibilities have been well segregated among the facultymembers and non-teaching staff. At the core of this decentralized process, is the statutory Staff Council in which the entire teaching faculty, are the members. The constitution of various committees and the delegation of authorityand responsibilities to the members and Conveners of the various committees ensure a decentralized functioning method. There are nearly 16 committees that undertake various college activities. Some of the important committees ofthe Staff Council are: the Admission Committee, the Examination Committee, the routine Committee, the Discipline Committee, the Sports Committee, the CulturalCommittee, the Planning and Development Committee, the Maintenance and Supervision Committee, the Placement Cell, the Purchase, Stock Disposal and Stock Verification Committee, etc. Apart from these committees, various other committees are also formed by the Principal of the College for carrying out anyspecific tasks. Also, the staff association is consulted for making important decisions pertaining to the college. The college also has many cells and societies that are actively involved in several programs. It is ensured that there is all round participation of students and leadership and organizational activities is encouraged in the societies by giving them formal responsibilities. Faculty members are responsible for supervising and managing the routine activities of these bodies. The college has a student union that is proactive in bringing the student issues to the concerned authorities and assists in bridging the gap between the administration and the students.

The College has a curriculum enrichment and monitoring committee at the level of each department and one atcollege level which acts as a watchdog to look after the teaching learning process of the institution. A proactive examination department is there which manages the internal evaluation as well as the externalexaminations in college premises. A research development committee isthere which looks after and works for promoting the research culture in college premises and enhance the number of standard research publications. There is a Cooperative Thrift and Credit Society for the teaching and nonteaching staff of the college which provides the loan at a reasonable rate. The college has an in-house fully equipped Medical Room for the staff. The rotary club manages to provide

a doctor and a nurse to visit our centre at periodical basis. The college has a quota for admissions of eligible wards of employees. As per the university and central government rules,all the allowances are given to all the employees as per their entitlement without any delay. For attending workshops/ conferences/ seminars, the teachers are provided academic leaves with the financialsupport as far as practicable. The IQAC hasdevised awards for teaching staff of the college to provide incentive for their commendable research work/ publications/ innovative teaching/ paper presentations. One of our college teachers from the department of Psychology is a professional Clinical Psychologist who visits different departments once a week. We have a Counselling Cell run by selected teachers and students of the Department of Psychology and PGDCR of our college. The college has a Fee Concession Committee, an Internal Complaint Committee, an Anti-Ragging Committee, and a Student Grievance Redressal Cell to cater to the needs of the students. Our college believes in acknowledgingand appreciating the achievements of its students. The college honours its outstanding students for their hard work and sincerity through various categories of awards and scholarships. The Collegehas been offering coaching facilities for students to appear in various competitive examinations. Each department follows the Mentor-Mentee program in which a group of studentsare assigned to a teacherwho mentors them.

The following programs were organized in college during academic year 2019-20 :-

1. A one-day symposia on the topic plantation of tree is must for conservation of environment on 06/08/2019. 2. A programme one student-One Tree was launchedon 10/08/2019. 3. A invited talk was delivered on the topic scarcity of water is a serious global concern: need for conservation and recharging of water by Dr. Ashutosh Upadhyay, A scientist in ICAR on 16/09/2019. 4. An invited talk was delivered on 15/11/2019 by Prof. Vijay A Singh, Retd. Professor of Physics,IIT-Kanpour and Homi Bhabha Center for Science Education on the topic There areindications of life

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here. 5. A programme on Save Soil was organized on 26/12/2019.

Parents are welcome to participate in College-sponsored activities. At the beginning of the academic year, it is essential that parents of first-year students attend an orientation about all academic programs and student supportservices offered on campus. Departments organize one-on-one dialogue with parents whose children need additional support, advice and services to enrich performance. The staffs are encouraged to take up regular training programs provided by thegovernment. The development of ICT skills and career promotion for support staff are also encouraged. A four days FDP on IT Applications in Library and Information Science was organized by College in collaboration with Eduwin Technologies to introduce participants to the skills of Emerging ICTs and knowledge which are critical for ensuring improved library services to users. It was attended by all the Library staffs of college, which helped them to become familiar with and apply ICT skills and knowledge in the library, developa strategy and structure for implementing new technologies, and adopt best practices in the library with emerging IT skills and ability to use open sourcesoftware such as Libreoffice and Koha.
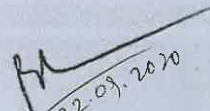
Taking the note from the calamities of Pandemic our institution has devised the following action plan for the coming academic year. 1. To improve and expand digital infrastructure while also speeding up the automation process. 2. Establishing additional lecture recording studios. 3.To obtain Bihar Governmentapproval and ensure the flow of funds for the proposed examination hall/auditorium construction. 4. To develop a CIC (Centralised instrumentation Centre). 5. Improve the performance of the Incubation Centre even better. 6. Installing more solar panels on the roofs of several campus buildings.
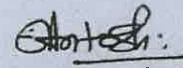
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7. To encourage more students to sign up for MOOCs, NPTELs, SWAYAMs, and other certificate programmes such as Coursera and Spoken Tutorials. 8. More FDPs and SDPs on cutting-edge technologies and contemporary topics should be organised. 9. To organise as many workshops, seminars, conferences, and symposia as possible. 10. To encourage the teachers to write more and more research projects and to publish as many research articles as possible. 11. To increase extension and outreach activities. 12. Encourage participation in sports and cultural activities. 13. Begin some new certificate/additional course work.
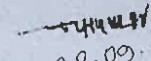
Dr. A.K. Bhaskar (Internal Member)
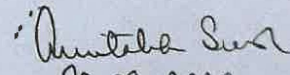
Dr. Santosh Kumar (Internal Member)
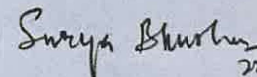
Dr. Vijay Kumar (Internal Member)

Dr. Amitabh Singh (External Member)

Dr. Surya Bhushan (External Member)

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College of Commerce, Arts & Science, Patna

Accredited by NAAC with 'A' Grade

A Constituent Unit of Patliputra University, Patna

Academic and Administrative Audit Report 2020-21

The College of Commerce, Arts & Science, Patna achieved 'Grade A' accreditation from NAAC in February 2016, securing a cumulative grade point average of 3.10 out of 4.0 points. The institution established its Internal Quality Assurance Cell (IQAC) in 2010 to promote quality culture and improve education quality. The IQAC maintains quality standards in teaching, learning, evaluation, and research through self-evaluation and regular site visits by peers.

The audit aims to verify if departments have effective quality assurance mechanisms in place, ensuring quality inputs and outputs through strategies, procedures, and applicability. The Internal Academic and Administrative Audit (IAAA) for 2020-2021 reviewed available resources, optimal utilization, and additional requirements to ensure quality education in the respective departments.

The college has taken steps to implement the recommendations and suggestions outlined in the audit report.

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Audit Committee Members:

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4. Prof. Shree Ram Padmadeo

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The Audit was conducted on AQAR 2020-2021 data covering all NAAC Criterion.

Details of the Institution

Name and Address of the Institution	College of Commerce, Arts & Science, Opposite Rajendra Nagar Railway Terminal, Kankarbagh, Patna, Bihar- 800020
Name of the Head of the Institution and Designation	Professor Indrajit Prasad Roy Principal
Email Id	principalcocaspatna@gmail.com
Alternate Email Id	santosh.phy@cocaspatna.ac.in
Contact Number	8083860424 612 0136

General Information

Number of courses offered	209
Number of students admitted during the year	11219
Number of students admitted in reserved categories	3506
Number of outgoing/ final year students during the year	3164
Number of full-time teachers	147

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Executive Summary of the Report

A List of Funds Received by the College from Various Agencies

Institutional	Scheme	Funding Agency	Year of award with duration	Amount
Institutional	Renovation and Building Construction	RUSA	2020	2,00,00000
Physics Department	Major Research Project	UGC DAE CSR Indore	2018	7,19,640
Total expenditure excluding salary during the year (INR in lakhs)				89,15,968

Project Proposals

Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year was 7,19,640.

The institution has submitted the relevant data to the AISHE and the AQAR was placed before the statutory body.

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MoUs and Collaborations

The college has signed an MOU with Bihar Vidyapeeth Atal Incubation Centre and a place has been designated in the campus for this incubation centre where students can come with their new and innovative ideas and do hands on to realize them.

Improvement of the Physical Infrastructure

Construction of second floor in science building above physics department is undergoing for the expansion of MCA department. The work is in the stage of completion.

BCA, B.Sc. (IT) and BBM departments are being shifted in the newly built A P J Abdul Kalam Technical Bhawan.

In addition, several small infrastructure development related activities are undergoing across the departments and in the campus premises related to maintenance and upgradation.

The total number of Classrooms and Seminar halls was 71 and the total number of computers on campus for academic purposes was 212. However, given the faculty and students strength, this number must be further increased.

UGC Skill Development Centre at the College Premise

The College has a UGC sponsored skill development centre for training in specific skill, such as, Industry oriented and entrepreneurial skill training (GST, TALLY and Basic Computer Course).

Academic bank of credits (ABC):

The system of academic bank of credits is still not being practiced in our institution. For this purpose, special attention needs to be emphasised.

Institutional Efforts in Promoting Multidisciplinary / Interdisciplinary Studies

The college imparts multidisciplinary education. Teaching up to postgraduate level as well as Ph.D. Courses are available in faculties of Arts, Science, Commerce, Humanities and Law.

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Altogether we impart education in 17 conventional and 12 vocational/professional courses. In Ph.D. Courses interdisciplinary research is encouraged as far as practicable.

Initiatives are being taken to start some new Diploma/Certificate/Skill based Courses and Workshops/Seminars in large numbers as far as practicable should be organized for students

Some new certificate courses like Tikuli Art, Madhubani Painting etc. have been started and proposal for granting permission for some other courses has been sent to University. More than 50 workshops/Seminars/Symposia could be organized in online mode during Covid-19 lockdown period by the IQAC of college in collaboration with different departments.

Outcome based Education (OBE) at the Core of the Curriculum

The institution focuses on outcome based education. Some add-on, Diploma and certificate courses like nutrition and dietetics, Medical Lab Technology, Journalism and Mass communication etc are being run which enables students to get jobs as well as to contribute the country meaningfully.

Implementation of Distance education/ Online education

Distance Education courses are not available but online classes of our admitted students are conducted in certain proportions and in different subjects/courses the proportion of online classes are customised as per need.

Appropriate integration of Indian Knowledge system

The institution focuses on strengthening the Indian knowledge system and rediscovers the pedagogy to include Indian language and culture. The cultural cell of our college works for reviving the gradually diminishing cultures and traditions of the state of Bihar in particular and India in general.

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The Detailed Academic & Administrative Audit

The above written paragraphs shows the summary performance of the institution related to academics and administrative aspects. Given the backdrop, the academic and administrative audit committee made a detailed assessment of the institution and suggested the way forward.

1. Curricular Aspects and Teaching-Learning and Evaluation Scenario of the College

- Separate Elective Courses are available for Commerce & Management and Science Streams.
- The students are encouraged to take up research in their respective domains.
- Placement Oriented Courses such as Biotechnology, Functional English, Nutrition and Dietetics, Medical Lab Technology, Journalism and Mass communication are offered along with the curriculum prescribed by the University.
- Self-Learning is promoted through the Add on Courses.
- The students are given opportunity to learn the art of doing a Project.

Program Outcomes/ Relevance

- Most of the Programs having conventional knowledge with the blend of its applications to the modern world.
- Programs exhibiting the skill of critical thinking and use higher order cognitive skills to approach problems situated in the real- world social environment.
- Programs are well designed to develop social competence to build good interpersonal relationships in personal and professional life.
- Overall, the college focuses on outcome-based education. Some add-on, Diploma and Certificate courses like Nutrition and Dietetics, Medical Lab Technology, Journalism and Mass communication etc are being run which enables students to get jobs as well as to contribute the country meaningfully.
- Syllabi and Learning Outcomes are available in hard copy in the departments for instructors and students to review.

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Employability/ entrepreneurship/ skill development offered by the institution

- **Field visit and Activities**
  - More than 50 workshops/Seminars/Symposia could be organized in online mode during Covid-19 lockdown period by the IQAC of college in collaboration with different departments.
- **MoU**
  - An MOU has been signed with Atal Incubation Centre and the Incubation Centre has been established in the college for the innovative ideas of students to be practiced there.
- **New Courses Introduced**
  - Some new certificate courses like Tikuli Art, Madhubani Painting etc. have been started and proposal for granting permission for some other courses has been sent to University.
- The college consciously integrates **crosscutting issues** like gender, climate change, environmental education, human rights, ICT, etc and facilitates eco-friendly behaviour and respect for environmental issues in its stake holders. College has organised many workshops and seminars on issues like gender sensitivity, human rights, women empowerment, social justice, Jal Jeevan Hariyali etc.

Vocational Courses/Add- on Courses/Value added Course

- Number of students enrolled in Certificate/ Add-on programs- 91
- Number of students undertaking project work/field work/ internships- 267

Development Programme for Non- teaching Staff

- Online training for the non-teaching employees was arranged through a customized LMS Platform from 16 July to 18 July, 2021.
- Non-academic staff are given the opportunity with necessary support to undertake appropriate staff development related to identified needs: induction and in-service training etc.

Faculty Development and Support

- One-week interdisciplinary intra college interdepartmental FDP was organized from 14/02/2021 to 21/02/2021 for all the teachers of college on the topic, "Teachers, Teaching and Taught: Rediscovering the purpose and pedagogy."
- College provided incentives to the teachers for continuing their researches and publishing their research outcomes in Scopus/Sci/Web of science indexed journals and promoting various activities during the tough time of pandemic.
- The faculty members of college participated in numerous workshops, FDPs, RCs, OCs and Induction programs to update and upgrade their teaching skills. The focus was to enrich the pedagogy and to make the teachers digitally savvy. Some teachers took state of the art training to develop e- contents.
- A Saturday in-house Faculty Seminar series has been initiated and is being practiced on regular basis.
- Performance appraisal is undertaken periodically in a transparent manner with the employment of clearly developed policies.

Counselling Cell

- The counselling cell of college and the psychology department were available to students round the clock for their queries and counselling as and when required.

Funds by RUSA and UGC

- RUSA granted the fund of the amount of Rs. 2,00,00000 renovation and building construction to the College.
- Department of Physics achieved a Major Research Project from UGC DAE CSR, Indore with funding amount of Rs. 7,19,640.

Skill Development Centre

- A UGC sponsored skill development centre is there where skill training is given to students in a number of time appropriate, industry oriented and entrepreneurial training like GST, Tally and basic computer courses.

Cultural Cell

- The institution focuses on strengthening the Indian knowledge system and rediscovers the pedagogy to include Indian language and culture. The cultural cell of the college

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works for reviving the gradually diminishing cultures and traditions of the state of Bihar (such as, Tkuli Art and Madhubani Painting).

NSS, NCC and Sports Unit

- The NSS and NCC wings of the college have done commendable jobs during floods in and around Patna by acting in tune with the administration and Disaster Management Teams for relief programs.

Enrolment in the College

S.N.	Year 2020-2021	Total No.
1	Students (during the year)	11219
2	Students admitted	4884
3	Seats for reserved category	3506
4	Students admitted from the reserved categories	3729
5	Final year students	3164

Embracing Students Diversity

Advanced learners

- o Students engage in higher-order thinking problems, design low-cost experiments, and publish in research journals. College sends some students to summer workshops with state-of-the-art institutions.

- **Slow learners**
- o Slow learners are enrolled in extra classes, and their pedagogy is reimagined for better comprehension, with college teachers developing innovative concept inventories.

Student Teacher Ratio

S.N.	Description	No.
1	Full time teacher	147
2	Sanctioned posts	147
4	Total number of Classrooms and Seminar halls	71

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Student centric methods

College focuses on heuristic and cognitive learning through application-based experiential learning. Students from Science, Arts, and Humanities are exposed to experiments, case studies, and projects. The college organizes programs to enhance knowledge, life skills, and situational management, with industry experts and NGOs interacting.

Total number of computers on campus for academic purposes—212

Teachers using ICT tools (including online resources)

The college uses ICT-enabled tools for effective teaching, including smart interactive boards, power points, and hands-on activities. Science stream teachers use demo experiments, LCD projectors, and online platforms. The campus is wifi-enabled, and the Education Department of Bihar appreciates the college's use of free WiFi.

Number of Mentors

Number of Mentors	51

Description	Total No.
Full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.	98

Student complaints/grievances

- o Student apply for the re-totalling of marks the college forwards the application of the student to university where the answer sheet of the student is re checked for any totalling mistake.
- o Grievance in internal assessment, redressal is done at the departmental level itself.

Transparent and Digitalized mode of admissions, store management etc

- The college has developed complete digitalization in terms of:
    - o Admissions,
    - o Issuance of students' I-Card,
    - o Faculty ICard,
    - o Certificates,
    - o Hall Ticket,

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- o Store Management,
- o Accounts,
- o Fee deposit,
- o Leave Management and Library.

No. of students passed

No. of students passed in final year examination	3679

2. Research, Innovations and Extension

Resource Mobilization for Research

Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year was Rs 7,19,640.

Total number of teachers recognized as research guides was 99 in the assessment year.

There was only 1 department having received research projects funded by government and non- government agencies during the year.

Innovation Ecosystem

The institution has established an Incubation centre in the college premise to create an ecosystem for the innovative ideas of students to be practiced and get an expression. The collaborative entrepreneurship and support from college administration for testing ideas of students create an environment for transfer of knowledge.

There were two workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year.

Research Publications and Awards

Number of PhDs registered per eligible teacher during the year was only 1.

Number of research papers in the Journals notified on UGC website during the year was 105.

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Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year was 22.

Extension Activities

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

NCC and NSS wings pro-actively keep on conducting programmes throughout the year. The NCC cadets and NSS volunteers of our college worked hand in hand with the district administration and played a crucial role in making relief materials accessible to the needy during all the three waves of covid-19 pandemic, especially during the deadly second wave. They were proactive and helped people in making oxygen cylinders available for them and ensuring beds in hospitals. Our college campus was acquired by the district administration to use it as a quarantine centre, community kitchen and later on a rehabilitation centre. The community kitchen worked very efficiently only due to the active participation of the NCC cadets and NSS volunteers of college. They periodically organise blood donation camp in our college premises.

Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year was four.

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 was 12.

Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year was 255.

Collaboration

Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year was four.

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

3. Audit on Aspects of Infrastructure and Learning Resources

Physical Facilities

- The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.
- Our institution boasts an impressive array of state-of-the-art infrastructure and physical facilities dedicated to fostering an enriching teaching and learning environment. Nestled within our expansive campus are a total of 15 meticulously designed two-story buildings, each fully furnished and equipped with Wi-Fi connectivity, providing ample space for various academic activities and administrative functions.
- With a focus on enhancing the learning experience, we offer a remarkable 73 well-furnished classrooms, all seamlessly integrated with Wi-Fi technology to facilitate modern teaching methods. Additionally, our campus features 21 meticulously equipped laboratories, ensuring that students have access to hands-on practical experiences across diverse fields of study.
- To facilitate intellectual discourse and knowledge-sharing, we provide four seminar halls, all equipped with Wi-Fi connectivity, where academic discussions and presentations can flourish. Furthermore, our commitment to academic excellence is reinforced by our extensive library resources, comprising a central library and 22 departmental libraries, catering to the specific needs of various disciplines.
- Promoting holistic well-being, our institution houses a dedicated Sehat Kendra within the campus, offering healthcare services to ensure the health and fitness of our students and staff. In our pursuit of academic excellence, we have harnessed the power of technology, with more than 200 desktop computers and 10 laptops available for academic purposes. Complementing these resources, we have integrated 13 LCD projectors and 09 interactive smart boards into our teaching methodology, enhancing the quality of instruction and student engagement.
- Recognizing the importance of physical fitness, we offer a range of sporting facilities, including a Basketball Court, Badminton Court, and a fully-equipped Gymnasium, encouraging students to maintain a healthy and active lifestyle. Moreover, our Journalism and Mass Communication department features a dedicated studio where

teachers can record their lectures, ensuring that our students have access to high-quality educational content.

Other Infrastructure Facilities

Institution has the necessary facilities to support cultural activities, which is essential for students to explore and showcase their talents.

➢ **Sports Facilities**: A Basketball Court and Badminton Court on campus are great resources for students interested in sports.

➢ **Chess and Kabbadi**: Students have been performing well in Chess and Kabbadi competitions, and college has been the Kabbadi champion for the last three years of the Patliputra inter-college Kabbadi championship. This is a significant achievement and reflects the dedication and talent of our students.

➢ **Space Constraint**: While you have some indoor sports facilities on campus, but here is a space constraint for outdoor games. However, college has collaboration agreements with Moinul Haque Stadium and a school in Rajendra Nagar, Patna, which allow our college to use their grounds for outdoor games such as cricket and football. This collaboration is crucial for providing students with opportunities for outdoor sports.

➢ **Yoga Centre**: Institution has a well-equipped Yoga Centre. Yoga is not only a form of physical exercise but also promotes mental and emotional well-being, which is beneficial for students.

Library as a Learning Resource

➢ Our library is automated using an Integrated Library Management System (ILMS) called Eduwin MIS software. Automation in libraries has numerous advantages in terms of efficiency, accuracy, and user convenience. Here are some of the key functions and benefits of using an ILMS like Eduwin MIS software:

➢ **Cataloguing and Indexing:** ILMS allows for efficient cataloguing and indexing of books. It helps in creating standardized records for each item in the library, making it easier for users to search and find the materials they need.

➢ **Tracking of Books:** ILMS helps in tracking the location and status of each book in the library. This ensures that books are not lost or misplaced, and it simplifies the process of locating specific items.

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- ➢ **Overdue Notices:** The system can automatically generate overdue notices for library materials that are not returned on time. This helps in managing due dates and encourages borrowers to return items promptly.
- ➢ **Member Management:** ILMS maintains information about library members and their types. It can include details such as contact information, borrowing history, and membership status.
- ➢ **Issue and Return Management:** The software streamlines the process of issuing books to students and faculty members and recording their returns. It also keeps track of due dates and fines for late returns.
- ➢ **Multiuser Interface:** ILMS typically supports multiple users, allowing library staff to work collaboratively and simultaneously. This is especially useful in larger libraries with high volumes of transactions.
- ➢ **Book Purchase Management:** The system helps in managing the acquisition of new books by tracking purchase orders, budgets, and vendor information. It can also generate purchase bills and invoices.
- ➢ **Stock Verification:** Regular stock verification and auditing can be conducted using ILMS to ensure that the physical collection matches the database records.
- ➢ **Reporting and Analysis:** The software generates various reports and analytics related to library operations. This can help in making informed decisions about collection development, resource allocation, and user preferences.
- ➢ **Transaction History:** ILMS maintains a comprehensive transaction history, allowing libraries to review past activities and identify trends or issues.
- ➢ **User Notifications:** In addition to overdue notices, ILMS can also send reminder notices for reserved items or notify users about library events and updates.
- ➢ **Security and Access Control:** ILMS often includes security features to restrict access to sensitive information and ensure the integrity of the library's data.
- ➢ **Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs) 2,25,000**
- ➢ Number of teachers and students using library per day over last one year   125

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IT Infrastructure

Institution frequently updates its IT facilities including Wi-Fi College has made significant advancements in its IT infrastructure and facilities to support modern education methods. Here are some key points summarizing the information you provided:

➢ **Campus-Wide Wi-Fi**: The entire campus is Wi-Fi enabled, allowing students and faculty to access the internet from various locations on campus.

➢ **High-Speed Internet**: High-speed internet is available in all departments, laboratories, and the library, ensuring fast and reliable internet connectivity for academic and research activities.

➢ **Administrative Offices**: Administrative offices, including the Accounts Section, Cash Section, and General Office, are equipped with computers, printers, and internet facilities for efficient administrative operations.

➢ **Online UPS Facilities**: Critical offices such as the administrative office, Accounts Section, Cash Section, and General Office are equipped with online Uninterruptible Power Supply (UPS) facilities, providing uninterrupted power backup to ensure continuous workflow, even during power outages.

➢ **IT Upgrades**: The college regularly updates and upgrades its IT infrastructure and associated facilities, ensuring that students and staff have access to the latest technology and resources.

➢ **Computer Replacements**: Outdated computers in the BCA/BBM departments have been replaced with high-speed Core i5 computers, improving computing power and enhancing the learning experience for students. The older computers have been relocated to places where high-end usage is not required, maximizing their utility.

➢ **Classroom Facilities**: All classrooms are equipped with Wi-Fi facilities, enabling Information and Communication Technology (ICT) teaching and learning processes. LCD projectors are used in conjunction with Wi-Fi to enhance the learning experience, making education more interactive and engaging.

➢ Number of Computers: 212

➢ Bandwidth of internet connection inthe Institution: 50MBPS

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Maintenance of Campus Infrastructure

- ➢ Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs) 64.
- ➢ Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs) 31.

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

College has made significant efforts to digitize and streamline various aspects of its operations, from academic management to library and store management, and even alumni and placement modules. This level of automation can greatly enhance the efficiency and effectiveness of administrative processes, making it easier for both students and faculty to access and manage various resources and services.

Here are some key points based on the information you provided:

- ➢ **Digitalization of College Activities** Our college has embraced digitalization across various departments and functions, ensuring that processes like class/course management, library management, fee management, and more are all managed through automated systems.
- ➢ **Library Management**: The use of Eduwin MIS software for library management allows for efficient book indexing, tracking, overdue notices, and issuing and returning books to students and faculty. It also helps with book purchase management and stock tracking.
- ➢ **Admission Management:** The software is used to track admission records, generate reports, ensure data security, and maintain an online record of admitted students.
- ➢ **Curriculum Implementation**: The college places a strong emphasis on effective curriculum implementation through quality teaching and learning processes. It's great to hear that departments have their own laboratories and computer labs for students to utilize.

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- ➢ **Facility Optimization**: Our college ensures the optimal utilization of facilities such as sports facilities, common rooms, and the canteen, providing a well-rounded experience for students.
- ➢ **Committees for Maintenance**: The existence of different committees for maintaining and utilizing physical and academic facilities indicates a commitment to maintaining a well-structured and organized system.

4. Issues Pertaining to Student Support and Progression

Student Support

College has facilitating mechanism like guidance cell, placement cell, grievance redressal and welfare measures to support students. Institution has a well-structured, organized guidance and counselling system in place. Students are benefitted by scholarships provided by the institution. students received financial support through Student Credit Card. Capacity building programmes and Skill enhancement initiatives are positively taken by the college. This year activities were adversely by corona pandemic.

Student Progression

College is concerned for student progression to higher studies and their employment is a pertinent issue. The institutional provisions facilitate vertical movement of students from one level of education to the next higher level or towards gainful employment. Students are benefitted by career counselling offered by the institutions for various competitive exams.

Student Participation and Activities

College promotes inclusive practices for social justice and better stakeholder relationships. The college promotes value- based education for inculcating social responsibility and good citizenry amongst its student community. College has the required infrastructure and promotes active participation of the students in social, cultural and leisure activities. Encouraging students' participation in activities facilitates developing various skills and competencies and foster holistic development. College regularly organizes sports competition at college level as well as University level. Students participate in various sports activities like chess, volleyball, kabaddi , karate etc. Due to pandemic all activities were adversely affected

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Alumni Engagement

The Alumni are a strong support to the institution. The Alumni Association of college is registered under societies Registration Act 1860 is very active. Especially since last few years alumni contact information has been gathered They are invited in college events and programmes, all departments regularly conduct alumni meet at departmental level. This year alumni contribution was one lakh.

This section broadly audits the issues pertaining to governance, leadership & management. In addition, it also examines the steps taken by the college to promote institutional values & best practices.

The institution conducts internal audits on a regular/yearly basis. But since The external audit is monitored by the university and conducted by the auditors of the Bihar Government on the request of the University, It takes place at certain intervals. The last external audit was conducted in 2017. However, the internal audit is up to date and has been conducted till 2020.-21. A few minor objections were raised by the auditors in theexternal audit conducted in 2017.

The institution strategies for the mobilization of funds at the level of the Principal, IQAC and the Planning and development committee of college and then follows up for the same for getting the funds disbursed. The college administration approaches the state government, state higher education Council (SHEC), Politicians, Industrialists and NGOs formobilising funds for the development of the college in different forms. Usually the State Government funding is presently done by RUSA through SHEC. During the last financial year, we had got a fund of Rs 2 crore from RUSA.. The college furnishes the detail of the develop -ment proposal to the funding agencies and once the fund is released its optimal use is ensured by monitoring the workbeing done at different stages.

The IQAC has made it a tradition that a lecture will be delivered by any noted scientist of India on the glorious tradition of Indian Science on 28 February to commemorate the contributions of C. V. Raman. on 5th September i.e. on the establishment day of the college, the IQAC organizes Indushekhar Jha memorial lecture to commemorate the founder of theCollege. The IQAC endeavored for effective online classes during the lockdown period and we delivered the best in the state of Bihar. The IQAC has formulated a plan for initiating activities to revivethe dying-out traditions and cultures of Bihar. The curriculum enrichment and implementation committee of each department formulates a plan for effective and timely completion of the Syllabus and

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incorporating outside classroom situations in the course structure. The IQAC organizes a "Samvad" with students and teachersof the College every year to know the genuine problems that inhibit the holistic development of the institution.

Different institutional bodies of colleges mostly function through an e-management system. The finance department of college efficiently deploys Tally for keeping accounts. GEM portal is invariably used for making entire purchases. The admission process is highly structured. The selection for admission is done through the university admission portal and then the students selected for admission at our college make payment through the payment portal of our college Website. Complete transparency, decentralisation of responsibilities and democratic practices are adhered to in the functioning of the institutional bodies of college. Appointment of non non-teaching employees is done by University as per the rules and procedures stated in statute and Bihar State Universities Act 1976 (As Amended upto date). The appointment of Teachers is done by Bihar State University Service Commission. The service conditions of employees are guided by the rules of statute and periodic executive orders of University and Government promulgated from time to time. Any policy matter which is of utmost Importance for College is placed before the general body of College for opinion and suggestion.

Some effective welfare measures are available for teaching and nonteaching employees of the college. Some of Such measures are:

1. There is a provision for an employees general provident fund for all teaching and non teaching employees of the college.

 2. There is a provision for a Group medical insurance for all teaching and non teaching employees of College.

3. There is a unique system at our college that the teachers and non teaching employees contribute their one day salary in case of premature death of any employee during service period which is given to the dependent of the departed employee .

The institution strategies for the mobilisation of funds at the level of Principal, IQAC and the Planning and development committee of college and then follows up for the same for getting the funds disbursed. The college administration approaches the state government, state Higher Education Council (SHEC), Politicians, Industrialists, and NGOs to mobilize funds for the development of the college in different forms. Usually, the State Government funding is presently done by RUSA through SHEC. During the last financial year, we got a fund of Rs 2

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crore from RUSA. The college furnishes the details of the development proposal to the funding agencies and once the fund is released its optimal use is ensured by monitoring the work being done at different stages.

The IQAC, Teachers, and College administration remain in constant touch and communication with one another. A Curriculum enrichment and implementation committee is there in each department which keeps on interacting with students and getting their feedback related to different issues. Teachers are also advised to have a self-appraisal and discover whether they teachers are satisfied with their own output and the learning outcome of students. Once any gap is diagnosed, a solution is immediately worked out. We have provision for the representation of students in various Committees/Cells/bodies of the College. These student representatives and the students' Union of college bring any student-related problem to the information of the college administration which immediately comes out with a viable solution. The nonteaching employees also are asked for a self-appraisal.

There is a gender sensitization cell in the college that looks after the issues related to gender equity. In most of the Committees/ Cells, women members are given appropriate representation, so that they get involved in major policy decisions of the institution. Girl students are given leadership positions in the majority of college events. We periodically organize in-house seminars/dialogues on girls' access to STEM (Science, Technology, Engineering, and Mathematics) education and Women's role in technology. We have tried to develop the campus ambiance to be gender sensitive. To promote girls' education and bring more and more girls into the system of higher education, the institution takes a fee of Rs. 10 only from the girl students.

Our institution is very Sensitive to the issues related to the environment and we are very careful and particular about the management of degradable and nondégradable wastes. We have a vermicomposting unit and a phytoremediation unit for degradable waste management. We have signed an MoU with Delhi Public School,Patna for the recycling of waste papers. They have their own plant for recycling waste papers. We have an agreement with Karo Sambhav for e-waste management. We have installed ? solar panel of 30 KVA in our Campus. The Campus street lights have been replaced by solar vapour lamps and LED bulbs. We have a rain water harvesting unit in our campus. We consistently try to increase the green cover of the Campus.

Our pedagogy emphasises on Value system, Discipline and Social Harmony. The academic ambience of college has been meticulously designed to create social values in students which creates an environment for the personality of students to develop with social values having an element of tolerance and harmony towards Cultural, Regional, Linguistic, Communal, Socio-harmonic, and other diversities. The composition of students as well as the teachers and the non-teaching employees has an inherent diversity. We organise Savan Mahotsav, Holi Milan, Chuda-Dahi samaroh, Eid Milan in which teachers, Non teaching employees and students of all religions, communities, and socio-cultural backgrounds participate together.

There is a fish pond attached with the Zoology department which is used for studying fish culture and freshwater Zooplankton. The pond water is used for various ecological experiments and rainwater harvesting. The Botanical garden has a Vermicompost unit which is used for vermicasting and solid waste management. The organic waste inside the campus is used as raw material for vermicomposting and the vermicast thus produced is used as manure for the plants of Botany garden and others in the campus. This vermicompost unit is being used to educate and train our students in vermicasting which may enable them to even run small-scale industries in future. We plan to expand our vermicompost unit to a comparatively larger scale so that the running cost can be met by marketing the surplus produce. Keeping in mind the cost cutting on electricity bills and promoting environment-friendly practices, we have installed our own 30 KvA solar power panel in collaboration with BREDA. We have an MOU with DPS, Patna for waste paper recycling. Having concerned for mother nature and to encourage environment friendly practices, we recycle and reuse waste papers thrice and use such recycled papers for circulars and notices of college.

Having learned from the calamities of the Pandemic, our institution has outlined the following plan of action for the next academic year:-

1. To strengthen and augment digital infrastructure and to
expedite the process of automation.
2. To develop more lecture recording studios.
3. To get Sanction from the Bihar Government and ensure the release of funds for the proposed Construction of the examination Hall cum auditorium
4. To develop a CIC (Centralised instrumentation Centre)
5. To make the Incubation Centre more performing
6. To install more Solar panels on the roofs of different buildings of college

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7 To encourage students to register for MOOC, NPTEL, SWAYAM

courses and other Certificate courses like Coursera, Spoken

Tutorials etc in more numbers.

8. To organise more FDPs and SDPs on cutting edge technologies and Contemporary issues.

9. To organise workshops/ Seminars/conferences/ Symposia in

large numbers as possible.

10. To encourage teachers to write more and more research

projects and publish research papers in as large numbers as practicable.

11. To intensify The extension and outreach activities.

12. To promote Sports and Cultural activities

13. To start some new certificate / Add-on Courses

5. Suggestions and Way Forward

The deliberations and decision of the audit panel suggests that the academic environment, physical and social, is generally conducive to learning, and the level of research and other scholarly activities is appropriate to the level of teaching. In addition, vision and Mission of the Institution is followed all through the deliberative and systematic planning.

Steps must be taken up to fulfil academic and other campus activities affected by lockdown. Special tutorial classes should be taken so that students cope with their loss in studies. A set of teachers can be trained for dedicated counselling. More initiative should be taken by the placement cell in providing more placement opportunities to the students passing out from the college. Monitoring of students' progression on regular basis is necessary. Thus, effective steps should be taken in the areas of teaching, research activities, extension activities, infrastructure development to augment reputation of the institution and holistic development of the students and ensuring wellbeing of the faculty members & other staff.

Given this backdrop, following observations were made and the way forward was suggested:

1. Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index was not satisfactory and needs to be improved with utmost priority.

2. Research activities need to be promoted more effectively in the campus. More research centres are suggested to harness a research culture not only for faculty members but also for students.

3. The Innovation centre should encourage R & D with a student-centred approach. All departments can initiate ideas generation and design thinking through the R&D wing.

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4. The research publications of faculty members are impressive but it should not be confined among a few faculty members. Publication in high impact factor journals should be further encouraged.

5. Research promotion among students are need of the hours. Although, the students publish in several magazines of the college, efforts should be made to encourage students to publish in quality research journals.

6. Several Research projects have been carried out by esteemed faculty members but they are very less given the faculty

7. Quite a good number of extension activities are undertaken by few departments. Efforts should be made to facilitate extension activities in every department of the college.

8. Sensitization programmes involving students in identified communities could be systematically organised.

9. Total number of awards and recognition received for extension activities from Government/ Government recognized bodies during the assessment year is zero. Therefore, the college community needs to take note of it.

10. The college needs to provide better documentation of the programmes conducted. Although, they have the raw data but it needs to be properly organised in the digitised mode as well.

11. Major research facilities are developed and available for science faculty but it is somewhat lacking for social science departments.

12. More Initiatives need to be taken by the institution for collaboration and MoUs.

13. The institute should devise mechanisms to mobilise some resources on its own.

14. Although, majority of the faculty members are PhD, rest of the teachers should be insisted to complete PhD in a stipulated time.

15. International Exposure and global learning ecosystem of teachers has to be appreciated.

16. Tutorial system has to be strengthened especially at the undergraduate level to enhance the learning process.

17. Continuous evaluation/formative assessment should be implemented to monitor the learning process.

18. Outcome evaluation and analysis should be done meticulously. A monitoring committee may be formed for the purpose.

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19. The present method of Feedback on curriculum should be made more effective. All departments may be guided by IQAC for a Curriculum Audit.

20. Trainings may be extended to segments of the administrative staff, such as Office, Security, attenders, Menial and other supportive personal.

21. More training need to be given to improve the IT skills of the administrative staff. In addition, sufficient welfare measures are provided to the staff of the college.

22. Space constraints can also be seen in providing extracurricular facilities. The available facilities are properly utilised. However, amidst space constraints, it was noted that sufficient care is being taken to accommodate all required facilities.

23. Staff rooms/ work environment of certain departments have to be further augmented.

24. Quality maintenance of lab facilities in most of the departments should be a major priority. Quality of equipment and cleanliness must be given more attention.

25. Many of the facilities such as Language lab, Audio studio, Culinary Arts room, Fashion technology equipment etc. are under-utilised.

26. It is suggested that a monitoring committee may be formed to assess the quality and need of Add on / certificate courses offered from the institution.

27. The overall ambience of the college library is good. However, the library centred activities like observation of library week and the individual awards instituted for the best library user among staff and students are highly appreciated.

28. Green/waste/energy audits were performed sufficiently. Sufficient information has to be conveyed to students and staff regarding important days observed, national obligations, human rights, values etc.

29. The committees, clubs and cells are ample to meet the academic and non- academic requirements of the students.

30. The planning committee and purchase committee should be consistent with periodic meetings and proper mechanism.

31. Placement Cell of the college should be encouraged to have agreements with Industrial establishments for training and placements.

32. Student exchange with other institutions should be effectively promoted.
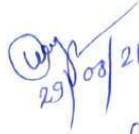
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33. Although, the institute has subscribed to several data base and journals etc but they should try to expand the base of research resources.

34. There should be a common institutional format for documentation regarding student participation and attendance list. Geo-tagging, and report of various events. Further, effective updating should be monitored by the IQAC.

35. Considering the legacy of the institution, a committee may be formed to assess the quality of extension activities promoted from the campus.

Dr. Vandana Maurya (Internal Member)

Dr. Shambhu Sharan (Internal Member)
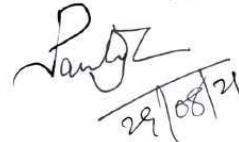
Mrs Sanyukta (Internal Member)

Prof. Shree Ram Padmadeo (External Member)

Dr. Pankaj Kumar (External Member)

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College of Commerce, Arts & Science, Patna

Accredited by NAAC with 'A' Grade

A Constituent Unit of Patliputra University, Patna

Academic and Administrative Audit Report 2021-22

The College of Commerce, Arts & Science, Patna achieved 'Grade A' accreditation from NAAC in February 2016, securing a cumulative grade point average of 3.10 out of 4.0 points. The institution established its Internal Quality Assurance Cell (IQAC) in 2010 to promote quality culture and improve education quality. The IQAC maintains quality standards in teaching, learning, evaluation, and research through self-evaluation and regular site visits by peers.

The audit aims to verify if departments have effective quality assurance mechanisms in place, ensuring quality inputs and outputs through strategies, procedures, and applicability. The Internal Academic and Administrative Audit (IAAA) for 2021-2022 reviewed available resources, optimal utilization, and additional requirements to ensure quality education in the respective departments.

The college has taken steps to implement the recommendations and suggestions outlined in the audit report.

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Audit Committee Members:

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Audit was conducted on AQAR 2021-2022 data covering all NAAC Criterion.

Details of the Institution

Name and Address of the Institution	College of Commerce, Arts & Science, Opposite Rajendra Nagar Railway Terminal, Kankarbagh, Patna, Bihar- 800020
Name of the Head of the Institution and Designation	Professor Indrajit Prasad Roy Principal
Email Id	principalcocaspatna@gmail.com
Alternate Email Id	santosh.phy@cocaspatna.ac.in
Contact Number	8083860424 0612 2350136

- **General Information**

Number of courses offered	203
Number of students admitted during the year	5222
Number of students admitted in reserved categories	3133
Number of outgoing/ final year students during the year	4167
Total number of final year students passed the university examination	4137
Number of full-time teachers	147

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- **Funds by State Government:**

Institutional	Scheme	Funding Agency	Year of award with duration	Amount
College of Commerce, Arts & Science, Patna	Salary Grant	Bihar Government	01/04/2021 to 31/03/2022	129785235
College of Commerce, Arts & Science, Patna	ACP Grant	Patliputra University, Patna	01/04/2021 to 31/03/2022	1102372

- **MoU**
  - A MOU has been signed with BV- AIC for establishing incubation centre in the college.
- **Improvement of the Physical Infrastructure**
  - Construction above the first floor of A P J Abdul Kalam Technical Bhawan for BCA & B.Sc.(IT)Departments and extension of geography department has started.
  - Proposal is submitted to Bihar Government for the construction of one multistorey building in front of chemistry department.
- **UGC Skill development Centre**
  - College has a UGC sponsored skill development centre for training in specific skill, such as, Industry oriented and entrepreneurial skill training (GST, TALLY and Basic Computer Course).
- **Other Skill development Courses**
  - College started few skill-oriented certificate courses:
    - Madhubani Painting,

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- Disaster Management,
- Public Health and Epidemiology,
- Environmental and Gender Economics

- **Project Proposal/Patent Applications etc.**
  - Dr. Ayan Mukherjee submitted research proposal to DST- SERB for financial support under CRG scheme.
  - Dr. Dimple Kumari submitted research proposal to DST- SERB for financial support under DST-SERB Power scheme.
  - Two patent applications were filed by Dr. Santosh Kumar and Dr. Ayan Mukherjee, while five college departments applied for Star College Scheme for financial support.
  - Some new add-on certificate courses have been started.

- **Outcome based education (OBE) is the core of the curriculum**
  - The college has a central and departmental level curriculum delivery and enrichment committee.
  - The evaluation made by the committee in between prescribed curricular framework and the real requirements of students are adhered by the curriculum delivery and enrichment committee with many remedial measures.
  - Students are given training for specific skills.
  - College has collaboration with a few industries to impart employability skills and personality development.
  - Special lecturers are arranged.

- **Implementation of Distance education/ Online education**
  - Keeping in the view of COVID- 19 pandemic the college apprehended that with the traditional mode of teaching distance/ online mode of teaching can also be adopted. Therefore, it has developed a studio in Journalism and Mass Communication

department with fully functional digital interactive panels in classrooms to record live lectures.

- **Curriculum Execution Process**
  - The college assures the need of effective curriculum delivery through well-planned processes. It delivers curriculum in accordance with the academic calendar and syllabus of the Patliputra University. However, the college has a curriculum implementation and enrichment committee to incorporate innovative, captivating components and the timely completion of the courses.
  - The college's various departments work with the committee in charge of implementing the curriculum to enrich it. These efforts include integrating topics like gender sensitivity, environmental sustainability, human values, and professional ethics.
  - Apart from delivering the course content different departments helps to revive local cultural diversity and art and craft forms by promoting consciousness among students.

- **Abiding with the academic calendar**
  - The college adheres it to improve the teaching-learning qualities, to finish the assigned task within deadlines and to maintain professional standard among teachers and students.
  - The IQAC of college maintains the preparedness of the institution for the implementation of the academic calendar.
  - Periodical meeting of the head of the departments were called by the principal to discuss about the successful execution of the academic calendar.
  - The curriculum implementation and enrichment committee collaborates with the H.O.Ds. to identify and address problems, ensuring timely completion of Continuous Evaluations (CIE) for submission to the university.

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- Number of Programmes with CBCS/ Elective course system: 13
- Number of students enrolled in Certificate/ Add-on programs: 130
- **Curriculum Enrichment:**
  - The College of Commerce, Arts & Science, Patna incorporates professional ethics, gender, human values, environment, and sustainability into its curriculum. The NSS wing coordinates with departments, organizing programs, workshops, lectures, seminars, and symposiums. The college also has an environmental policy and an Environmental and Ethical Committee.
- Number of courses includes experiential learning: 29
- Number of students engaged in project work/field work/ internships: 540
- **Feedback System:**
  - Institution obtains feedback on the syllabus and its transaction at the institution from the Students, Teachers, Employers and Alumni.
- **Catering to Student Diversity:**
  - The college designs concept inventories for diverse students with varying learning abilities. Teachers conduct orientation courses, evaluating students' psychological, conceptual, and social backgrounds. Regular internal tests and gap analysis help identify and address student needs, ensuring effective evaluation and remedial steps.
  - Teachers in each department have designated counselors to help slow learners catch up, organize special classes, and celebrate a weekly POSS day (proud of our special students) to resolve individual learning problems.
- **Student- Full time teacher ratio**

Number of Students	Number of Teachers
9250	**147**

- **Teaching experience**

Total teaching experience of full-time teachers	2537

- **Student centric methods being used**
  - o The College emphasizes experiential and participative learning through interactive classroom teaching, diverse practices, and team-based projects. It also organizes lectures, symposia, workshops, and seminars to enhance students' knowledge and keep them updated on global academic advancements. The institution also provides practical training in science disciplines with low-cost demonstration experiments.

- **Using ICT enabled tools**
  - o Nearly all the departments have ICT-enabled classrooms, using power point presentations, LCD/LED projectors, interactive panels, and Wi-Fi access. A studio is also available for recording lectures. Students are encouraged to use online open courses (MOOCs), MIT open courseware, IGNOU e-content, epathshala, and inflibnet platforms for additional resources and textbooks.

- **Transparent Assessment Process**
  - o The college's internal assessment system is transparent and continuous, with monthly examinations for undergraduate courses and external evaluations for postgraduate courses. 30% of internal assessment is departmental, while 70% is academic performance. Students can appeal to the internal grievance redressal committee for unsatisfied marks, and at university level, they can apply for re-totalling or re-evaluation. The entire assessment system is quite robust and transparent.

- o Students if unsatisfied with marks are referred to the internal grievance redressal committee, which resolves the issue or refers them to the university for re-totalling or re-evaluation, with final decisions by the examination board.

- **Mentor- Mentee Ratio**

Number of mentors (academic and other related issues)	65

- **Full-time teachers with Ph.D. or Superspeciality**

Number of full-time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year	100

- **Focused on Learning Outcomes**
  - o The courses offered by the college are capable in inculcating necessary skills, critical thinking ability, problem solving approach and digital literacy among the students.
  - o The college offers various programmes and courses to create competent human resources, instilling values, self-esteem, and nationalist pride. It provides quality education, offering traditional undergraduate, postgraduate, vocational, professional, diploma, advanced diploma, and certificate courses.

- **Fulfilment of Programme outcomes and course outcomes**
  - o The institution evaluates the attainment of a programme and course outcomes based on factors such as enabling advanced thinking, enhancing cognitive skills, catering to local and global needs, enhancing independent thinking, decision-making, leadership,

collaborative working, interpersonal and communication skills, developing a growth mindset, and engaging students in various curricular activities.

Research and other related activities

Research, innovations and extension is the 3rd criterion defined by NAAC Accreditation criteria, as the name goes, it is about the academic research**,** new innovations for the betterment of the students, extended consultancy services from the side of institution towards the students and the field of study, and extension of the institution towards the society, that is the outreach towards the society addressing various real-life problems and other organizing extra-curricular activities to improve the overall quality of the institution. Given this backdrop, the Academic and Administrative Audit (AAA) committee evaluates, makes assessments and suggests the way forward based on underlying parameters.

- **Resource Mobilization for Research**

  o Total grants received from government and non-governmental agencies for research projects / endowments in the institution during the year 2021-22 was only Rs 2.23 lakhs.
  o The total number of teachers recognized as research guides was 98 during the assessment year.
  o There was only 1 department having received research projects funded by government and non- government agencies during the year.

- **Innovation Ecosystem**

  - It is pertinent to mention that the institution has created an ecosystem for innovations and has taken several initiatives for creation and transfer of knowledge.
  - For example; college has signed an MOU with Bihar Vidyapeeth Atal Incubation Centre and a place has been designated in the campus for this incubation centre where students can come with their new and innovative ideas and do hands on to realize them.
  - The institution organises talks of technology experts, Scientists having different kinds of expertise and Policy Makers.
  - The institute envisions to establish our institution as a HUB for start-ups and entrepreneurship.

- **Research Engagement**
  - The total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year was three.
  - The total number of Ph.Ds registered per eligible teacher during the year was 1.5.
  - The total number of research papers per teachers in the Journals notified on UGC website during the year was 57.
  - The Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year was 25.

- **Extension Activities**

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

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o The college has vibrant NSS and NCC wings have held sensitization programmes on issues like Swachh Bharat, Electoral Awareness, Awareness about fundamental rights and duties, Nukkad on cyber security, Educating children from slum under the abhiyan padhe chalo-badhe chalo,etc.

o The Gender Sensitization cell organises sensitization drives and lecture series on Gender Discrimination,

o Women Empowerment, Marital Rape, AIDS Stigma and Lesbian, Gay, Bisexual, Transgender and Queer or Questioning (LGBTQ) rights etc.

o The total 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 was 14.

o The total number of Students participating in extension activities conducted in collaboration with industry, community and Non-Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year was 230, which is quite impressive.

o The Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year was only 2.

o Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year was three.

- **Physical Facilities**

   The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc. Here's a summary of the facilities:

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- College has an **Administrative Building** where the administrative offices, including the principal's office, are located.
- **Cash Section Building** is dedicated to financial transactions and handling cash matters.
- **College has Bank, Post-Office, and ATM facilities.** These facilities are convenient for students and staff to handle their banking and postal needs.
- College has a **Canteen** which provides a place for students and faculty to eat and socialize.
- College has separate buildings for **Students' Union and Teachers' Association** to allow them to function effectively.
- There are **Eleven multistorey Academic Buildings** which are fully dedicated to academics indicating a significant capacity of classrooms and faculty offices.
- **Sports Facilities:** The presence of a basketball court, volleyball court, badminton court, gymnasium, and indoor games facilities encourages physical activity and sports among students.
- College has a fully active and dedicated **Sehat Kendra in campus** ensuring access of medical care when needed by students and staff.
- College has an **Incubation Centre** to foster entrepreneurship and innovation among students and faculty.
- College has a sufficient number of **Classrooms, Laboratories and Computing Equipment** for conducting lectures, experiments, and practical sessions.
- College has **Audio-Visual Facilities** including Power Point projectors and smart boards to enhance the quality of teaching and presentations.
- College has a **Recording Studio** to support multimedia and broadcasting activities.

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- College has **Solar Panel for Solar Power Generation** which is an eco-friendly way to generate electricity and reduce the institution's carbon footprint.
- **Two Auditoriums** are available at the campus with the seating capacity of 200 and 75 respectively to accommodate various events and functions held in college premises.
- College has a well-stocked **Library** to fulfil the essential need to access the academic resources for research and study.
- **Research Facility** is moderately good but having research facilities is crucial for academic institutions to encourage research and innovation.

Other Facilities: The institution has a strong focus on students' physical well-being and their development of personality since it has numerous facilities readily available regarding various activities such as:

- The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.
- The college has a dedicated **cultural cell** that organizes various activities throughout the year. This cell has its own office for planning and executing these diverse cultural events.
- All necessary **facilities for indoor games** are available in the campus.
- **Outdoor Games:** To overcome space constraints, the institution has entered into an MOU (Memorandum of Understanding) with a nearby school and Patliputra Stadium to use their playgrounds for outdoor games such as football and cricket.
- **Sports Achievements:** Despite space constraints, the college students consistently excel in intra-university, inter-university, and intra and interstate games and sports.

- The institution is committed to providing a **well-rounded educational experience that includes both academics and physical activities.** This balanced approach helps students develop holistically and excel in various fields.
- Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. 22
- Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs) 60.64701

- **Library**
- Library is automated using Integrated Library Management System (ILMS).
- It has a great setup for a modern library, Integrated Library Management Systems (ILMS) like Eduwin software help libraries efficiently manage their resources, including books, journals, and other materials. They automate various library operations such as cataloguing, circulation, and acquisitions, making it easier for both librarians and patrons to access and use library resources.
- In addition to ILMS, having a subscription to Inflibnet is a valuable resource for students and teachers. Inflibnet (Information and Library Network) provides access to a wide range of electronic resources, including e -books, e-journals, and databases. This can greatly enhance the research and learning capabilities of the academic community by providing access to a vast repository of digital content.

Having access to these digital resources can benefit students and teachers in several ways:

- **Access to a wide variety of materials**: With a subscription to Inflibnet, users can access a large and diverse collection of electronic resources, which can support research across various disciplines.

- o **Convenience:** Electronic resources can be accessed from anywhere with an internet connection, making it convenient for users to access materials without physically visiting the library.
- o **24/7 Availability:** Users can access digital resources at any time, even outside regular library hours, which is especially beneficial for students working on research projects or assignments.
- o **Search and Discovery**: Electronic resources often come with powerful search and discovery tools, allowing users to quickly find relevant materials.
- o **Cost-Efficiency:** Electronic resources can be more cost-effective than acquiring physical copies of books and journals, as they eliminate the need for storage and maintenance.
- o **Remote Access:** Inflibnet's resources can be accessed remotely, which is particularly useful for distance learners and researchers who may not be on campus.
- o **Current Content**: Digital resources often provide access to the latest research and publications, ensuring that users have access to up-to-date information.

- Annual expenditure of purchase of books/e-books and subscription to journals/ejournals during the year (INR in Lakhs) 6.56325

- Number of teachers and students using library per day over last one year 45.

- **IT Infrastructure and Maintenance**
  - o **Frequent IT Facilities Updates**: The institution regularly updates its IT facilities, including Wi-Fi, to ensure that they are up to date and functioning optimally. This is important to keep pace with technological advancements and provide students and staff with reliable services.

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- o **Nodal Officer:** A nodal officer has been appointed to oversee the IT facilities of the college. This officer is responsible for ensuring that all IT facilities are working correctly and efficiently.
- o **Responsibility:** The nodal officer is responsible and answerable for any IT-related issues that may arise within the college. This includes addressing problems and ensuring that they are resolved as quickly as possible.
- o **Software Updates:** The institution also keeps its software up to date on a regular basis. Regular software updates are essential for security, performance, and compatibility with new technologies.
- o **Reporting Internet Speed Issues:** If anyone within the campus reports an issue with the speed of the internet (Wi-Fi), the nodal officer takes immediate action. They report the problem to the appropriate government official and work to get it corrected as quickly as possible. This demonstrates a commitment to providing reliable and high-speed internet access to students and staff.
- o Number of Computers   210
- o Bandwidth of internet connection in the Institution 50MBPS

- **Maintenance of Campus Infrastructure**
  - ➢ Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)- **95.85202**
  - ➢ There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. by the established. The process involves the following steps:
- ➢ **Responsibility of College Engineer:** The college engineer is responsible for overseeing and taking care of physical and support facilities, including laboratories, libraries, sports complexes, computers, and classrooms. If

there is a need for maintenance or renovation that requires funding, the college engineer is responsible for bringing this requirement to the notice of the Principal.

➢ **Budget Proposal**: The college engineer prepares a budget proposal outlining the necessary funds required for maintenance or renovation of facilities.

➢ **Approval Process:** The budget proposal is presented before the planning and development committee of the college.

- The committee discusses the proposal and approves it if deemed necessary.

➢ **Budget Allocation and Supervision**:

- Upon approval, budget allocation is done for the proposed work.
- The work is carried out under the supervision of the college engineer.

➢ **Supervision by Principal and IQAC**: The Principal of the college and the IQAC (Internal Quality Assurance Cell) coordinator have the authority to supervise the overall work at any point in time.

- They visit different departments and take note of the physical facilities, ensuring that everything is in proper order.

➢ This systematic approach ensures that the facilities in the institution are well-maintained and any necessary improvements are made in a structured and organized manner. It also emphasizes the roles of different stakeholders, including the college engineer, planning and development committee, Principal, and IQAC, in the maintenance and improvement of facilities.

- **Student Support and Progression**
  - This year all activities were adversely affected by Corona Pandemic and lockdown.
  - Online classes were held.
  - Campus activity was affected.

This section broadly audits the issues pertaining to governance, leadership & management. In addition, it also examines the steps taken by the college to promote institutional values & best practices.

The college was established in 1949 with a vision of making qualityeducation accessible for aspiring youths without any discriminationbased on socio-cultural and economic grounds to make the college a center of excellence in all disciplines of academics with excellentinfrastructure and excellent faculty with an international outlook and an active interaction and connect with the society. The institution's mission was to enable the country in general and the state of Bihar in particular to develop high caliber trained accomplished academicians.

Our college is well known in Bihar for its high academic standards. About 70% of admitted students belong to the economically challenged section of society. Our institution endeavors to nurture high moraland spiritual values in its students. We impart education up to postgraduate standard in multiple disciplines-Science, Arts, Commerce, Humanities, Law and many Vocational/Professional courses. Our institution emphasizes fostering creativity and entrepreneurship in its students. The institution meticulously stratezises to inculcate positive human values having respect for the environment and issues of societal concern.

The institutional leadership believes in decentralization of

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responsibilities and participative management. Different committees and Cells are delegated with different authorities and responsibilities and the operational autonomy of different committees and cells is honoured. In decision-making and governance of the college the role and participation of different stakeholders is ensured. The representatives of the Teachers' Association, Non-teachers' Association and Students' Union are the members of the planning and development committee as well as the purchase committeeof the college. The representatives of the Teachers' and Non-Teachers' Associations are the members of the Building Committee and the Curriculum Enrichment and Implementation Committee of the college.

Students' representatives are present in the Anti-Ragging Cell, Grievance Redressal Committee and the Gender Sensitization Cell of the college. Hence the working and administration of college is completely decentralized and the participation of different stakeholders is reflected in institutional leadership.

The institutional strategic/perspective plan is effectively deployedthrough the mechanism of decentralization of responsibilities and participative management of plans. The Principal of the college convenes a meeting with the IQAC of college in the beginning of eachacademic/financial year and makes short term and long term plans forexecution during that financial year with respect to the academics and infrastructure augmentation of the institution. Once the plans are chalked out at policy level, a budget is prepared with the accounts section including the income and expenditure Bursars of college and the college engineer. Again a serious pondering is done with IQAC and accounts section for resource generation and discovering the possibilities of fundings from government/ non government agencies, NGOs etc. Then different responsibilities are delegated to different committees and cells under the supervision ofthe principal of college for the effective implementation of the plans. The Principal of the college being the head of the institution is ex officio chairman of all the

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committees and cells of the college.

Our College is a government college and a constituent unit of Patliputra University, Patna. The college functions within the purview of the Bihar State Universities Act 1976 (As Amended Up To Date). The Hon'ble Chancellor of the Universities of Bihar promulgates Statutes as per the mandate of Bihar State Universities Act and the latest UGC regulations for the maintenance of minimum academic standard in the institutions of higher education. The statute defines the appointment process, service rules and norms andprocedures of promotion. No University/College can overrule the mandate of the University Act and the statute. The University Act and the subsequent Statute promulgated by the Hon'ble Chancellor define the norms and conditions for the formation and working of different institutional bodies which are responsible for the policies, administrative setup, and service rules and procedures. Hence, the functioning of institutional bodies is effective and efficient which is visible from the policies, administrative setup, appointment and service rules and procedures followed bythe institution.

The institution has effective welfare measures for teaching and non-teaching staff of the college. There is a provision for the employee's general provident fund for all teaching and non-teaching employees of the college. There is a provision for group medical insurance as wellfor all the teaching and non-teaching employees of the college. There isa unique system at our college in the teachers and non-teaching employees contribute their one day salary in case of the sad demise of any employee during the service period which is given to the dependent of the departed employee.

Our institution has evolved an unique system of performance appraisal for the teaching and non-teaching staffs of college. Everyteacher of college is required to submit a self appraisal report to the Principal at the end of each academic session which is analysed in a meeting convened by the Principal.

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Some retired teachers of college are the members of that committee. If the performance of some teacher does not commensurate to the ability of the teacher, the committee delves into the reason and discusses with the teacher concerned. The institution comes forward if some institutional support is needed to be rendered.

Similarly, the committee does a performance appraisal of the non-teaching employees of college. If the committee discovers that somekind of skill training is needed to be given to them or some orientation session is required, then the college administration manages for the same in consultation with the IQAC of the college. The institution conducts internal audit on a regular basis but external audit is done by the team of auditors appointed by the University/Government as and when required. External financial audit of college was done few years back. The internal financial audit is complete up to financial year 2021-2022. The objective of the internal financial audits to know whether the financial discipline has been respected or not and whether the Bihar Financial Rules have been complied to or not in the financial decisions of the college. If some audit objection is being brought to notice by the auditor, then the Principal of the college constitutes a committee to look into the matter and recommend the remedial steps to be taken. In case of serious irregularities, the university ropes in and takes appropriate disciplinary steps within the purview of the law.

The institution approaches RUSA and the Education Department of the state government for the mobilization of fund for different infrastructural development . Apart from this, the college administration approaches industrialists to procure funds for different developmental schemes under CSR scheme. The college administration approaches individuals, philanthropists, peoples' representatives also to procure funds for different developmental schemes of college.

In case expenditure is to be incurred from any fund then the matter is placed before the planning and development committee of the college for the fund to beappropriately and judiciously used. The IQAC coordinator is an invited member of the committee. After a detailed plan is chalked out, the funds procured is utilized under the supervision of the principal of the college as per the financial rules of the university and the government.

Having members from Industry, Administration, Local Self Government, Students, and Alumni apart from the teachers and the principal of the college, the IQAC of college is a versed and dextrous body. The IQAC of college consistently works to institutionalize the quality assurance strategies and processes throughout the year. The IQAC coordinator of the college is an invited member of all the important decision-making bodies and Committees/Cells of the college. Hence the IQAC effectively intercepts and plays role in all important policy decisions and standardizing the quality assurance strategies and processes. The IQAC adopts a participatory approach for ensuring academic excellence, maintaining financial discipline and administrative transparency. The IQAC acts as a hub for all other activities functioning as the spokes around the hub. The IQAC is actively involved in various awareness activities among students, employees, and faculties. The IQAC discovers opportunities for the sustainable growth of the institution and its stakeholders.

The institution reviews the teaching-learning process, structures & methodologies of operations and learning outcomes at regular intervals through IQAC and records the incremental improvement in various activities. Our college has a curriculum enrichment and implementation committee that discovers possibilities to include elements of fascination and innovation within the prescribed curricular structure of university and keeps vigil for the effective and

time-bound implementation of curriculum. The committee tries to rediscover pedagogy to improve the teaching methodology to make it more effective, interesting, and topical. If some lapses are detected, it takes remedial measures. At the end of the academic session, the committee makes a comprehensive review to examine whether any changeis required to be adopted in the teaching-learning process of the institution. A review is done to know whether the present system of delivering the academic content appropriate for achieving the desired course and program outcomes.

Our institution has an explicit policy and mandate for treating women at par with men. The institution ensures equal participation and representation of both men and women at all levels of academic and administrative pursuits. Our college has a vibrant gender equityand sensitization cell. Any issue related to gender equity and gender based bias is referred to the gender equity and sensitizationcell. After a proper hearing, this cell recommends appropriate action to the principal of the college. In constituting any committee or cell, an effective and proportionate representation of both genders is guaranteed. No matter whether it is Teachers body or students body the equal participation of men and women is ensured. During this year, our institution celebrated International womens' day and organized lectures on women empowerment. During annual sports, a special Kabaddi team for girls was formed. Our institution takes every possible step to promote gender equity.

The workers of the agency who have been given the responsibility of cleaning the campus collect the solid wastes of the campus, segregate them, and dispose them into the designated landfills. The college has composite pits situated in the botanical garden to make Vermi Compost which is used as manure for the plantation in the campus. The liquid wastes generated by the laboratories and canteen effluents. The method of dewatering is used for liquid waste treatment. The wastes are put into a large bag. The water is then removed and the solid waste is left behind which is emptied in a designated landfill for this

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purpose. For water recycling, the provisionof rainwater harvesting is there. For E-Waste management memory chips, motherboards, compact discs, cartridges, etc generated by electronic equipment are recycled properly as far as possible. We have an MOU with KARO SAMBHAV for e-waste management and disposal.

Our Institution consistently works to raise awareness among its students and employees about their constitutional obligations, including their values, rights, duties, and responsibilities as citizens. Through collaboration with the Legal Aid Clinic of the LawFaculty of our college, the Institution has organized many legal literacy programs in schools and colleges, as well as legal aid camps in rural and suburban areas of Patna District to educate people about their constitutional rights and duties. The Legal Aid Centre at the Law Faculty, located in our campus is open for counselling and advice every working day between 2:00-4:00 pm. The Faculty of Law's Legal Aid Centre / clinic is also providing assistance to those who cannot afford legal representation or accessto the court system. Additionally, the college celebrates Constitution Day on 26th November and National Legal Day on 9th November each year by inviting a prominent speaker and organizing cultural programs, as well as displaying institutional themes to educate everyone about their rights and duties.

Our institution observes significant dates and occasions by hosting events to commemorate them. International Women's Day is celebratedto recognize and promote the accomplishments of women and advocate for gender equality. Teachers' Day, which coincides with Dr. Sarvepalli Radhakrishnan's birth anniversary, is celebrated and is featured by student-led competitions, cultural events and institutional festivals organized through the Cultural Cell of the College. The College also upholds a tradition of recognizing its retired teachers on Teachers' Day with a grand ceremony arranged annually by the College of Commerce, Arts and Science Teachers'

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Association (COCASTA) to honour those who retired during the previous academic year. The College also acknowledges its National and State-level Award-winning teachers by hosting special events in their honour. The College celebrates Independence Day and Republic Day with grandeur to commemorate the contribution of our great freedom fighters, feel the nationalist pride and celebrate our republic status and the rights and dignity provided to every citizenof India through our sacred constitution.

The University observes significant dates and occasions by hosting events to commemorate them. International Women's Day is celebratedto recognize and promote the accomplishments of women and advocate for gender equality. Teachers' Day, which coincides with Dr. Sarvepalli Radhakrishnan's birth anniversary, is marked by student-led competitions, cultural events, and institutional festivals organized through the Cultural Cell Sanskritiki both on and off- campus. The University also upholds a tradition of recognizing its retired teachers on Teachers' Day with a grand ceremony arranged annually by the Lucknow University Teacher's Association (LUTA) in conjunction with Sanskritki to honor those who retired during the previous academic year. The University also acknowledges its National and State-level Award-winning teachers by hosting special events in their honor.

Following is the future plans of action for next academic year -

1. To prepare our institution for incorporation of NEP 2020.
2. To go for and ensure NIRF Ranking.
3. To garner more funds from alumni, politicians, industries under CSR, and Philanthropists for the infrastructural development of college.
4. To procure financial support from appropriate agencies for

establishing a central instrumentation facility for a given paceto high-ended research.

5. To strengthen intra and interdisciplinary research.
6. To submit more and more research proposals to different funding agencies.
7. To intensify the extensions and outreach activities.
8. To promote sports and cultural activities.

To accelerate the trial and hands-on on new innovations and tomake the Atal Incubation Centre more performing.

- **Suggestions & Way Forward**

  o Due to the central location of the campus in the heart of the city, there are space constraints for outdoor games.
  o The demand for multi-storeyed buildings of at least 10 to 12 storied has become essential to address the pressing need for adequate space in limited area of fast-growing city. These structures are imperative to provide separate classrooms for each semester, ensuring a conducive environment for learning. Additionally, they facilitate the accommodation of teachers in individual rooms, meeting their teaching requirements and enabling focused research efforts.
  o Steps must be taken up to fulfil academic and other campus activities affected by lockdown.
  o Special tutorial classes should be taken so that students cope-up with their loss in studies.
  o A Career Assistance centre may be formed to extend support to students for international exams like TEL Ts or TOEFL.
  o A set of teachers can be trained for dedicated counselling.

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- Rural and Semi-Urban weaker students of the college do not have proper internet facilities to access the College Management Software. This makes them dependent on local cybercafés and other external agents and gives rise to a possibility of erroneous data and information upload. It is therefore, recommended that more initiative be taken by the college to overcome such problems by conducting online/offline workshops that provide proper guidance on the correct use of the College Management software.
- Research activities need to be promoted more effectively in the campus. More research centres are suggested to harness a research culture not only for faculty members but also for students. Efforts should be made to encourage students to publish in quality research journals.
- The Innovation centre should encourage R & D with a student-centred approach. All departments can initiate ideas generation and design thinking through the R&D wing.
- The research publications of faculty members are impressive but it should not be confined among a few faculty members. Publication in high impact factor journals should be further encouraged.
- Although, the students publish in several magazines of the college,
- Several Research projects have been carried out by esteemed faculty members but they are very less given the faculty.
- Quite a good number of extension activities are undertaken by few departments. Efforts should be made to facilitate extension activities in every department of the college.

- Sensitization programmes involving students in identified communities could be systematically organised.
- Total number of awards and recognition received for extension activities from Government/ Government recognized bodies during the assessment year is zero. Therefore, the college community needs to take note of it.
- Considering the legacy of the institution, a committee may be formed to assess the quality of extension activities promoted from the campus.

Dr. Baikunth Roy (Internal Member)

Dr. Vidya Yadav (Internal Member)

Dr. Ravi Ranjan (Internal Member)
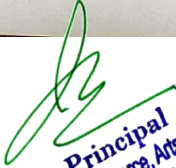
Prof. Rajesh Kumar Jha (External Member)

Dr Ved Raman Pandey (External Member)

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Action Taken Report on Feedback

Academic Year 2022-23

The IQAC of College of Commerce, Arts & Science, Patna, acknowledges the valuable suggestions received regarding enhancements to improve the student learning experience and overall institutional development. This report outlines the concrete actions taken and planned in response to each point:

1. Enhancing Field Study and Excursions:

- Action: Established dedicated funds for field study and excursion activities in each department.

- Future Plans: Collaborate with relevant organizations and field institutions to create regular student exchange programs and research opportunities.

2. Integrating ICT Tools:

- Action: Developed an Institutional ICT Policy to guide the effective utilization of technology in academics.

- Future Plans: Conduct faculty training workshops on the use of digital learning platforms, virtual reality tools, and educational apps. Upgrade Wi-Fi infrastructure to ensure robust connectivity across campus.

3. Creating an Air-Conditioned Library:

- Action: Submitted a proposal for library expansion and air-conditioning to the Government of Bihar.

- Future Plans: Explore alternative funding sources such as alumni donations or corporate sponsorships for accelerated project execution.

4. Expanding Communication Skill Development:

- Action: Introduced mandatory communication skills modules within the curriculum for all disciplines.

- Future Plans: Partner with industry experts to conduct communication workshops and mock interview sessions for final year students.

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5. Increasing Creative Activities:

- Action: Established a "Creativity Club" under the umbrella of the Incubation Centre of the College.

- Future Plans: Encourage student participation in inter-college and national-level creative competitions. Offer elective courses focused on creative writing, arts, and digital design.

6. Addressing Classroom Requirements:

- Action: Conducted a campus space and resource utilization study to assess.

- Future Plans: Develop a phased construction plan for additional classrooms based on available budget and space allocation. Explore temporary solutions like utilizing existing conference halls or auditoriums for larger classes.

7. Fostering Active Learning:

- Action: Decided to organize faculty training workshops on flipped classroom pedagogy, problem-based learning, and case-study methodologies.

- Future Plans: Develop a repository of active learning resources and share best practices among faculty members. Encourage peer observation and feedback to ensure consistent implementation.

8. Building a Supportive Learning Environment:

- Action: Established a student mentor program pairing senior students with freshmen for academic and personal guidance.

- Future Plans: Conduct mental health awareness workshops for students. Implement an online grievance redressal system for timely resolution of student concerns.

9. Promoting Placements, Trainings, and Fieldwork:

- Action: Strengthened ties with corporate partners and placement agencies to increase campus recruitment opportunities.

- Future Plans: Organize industry-specific skill development workshops and pre-placement training programs for students.

10. Implementing Digital Education, Diverse Learning Styles, and Curriculum Enhancement:

- Action: Created a curriculum development committee to review and update program content based on evolving industry needs and student interests.

- Future Plans: Develop diverse learning materials catering to various learning styles. Explore online learning platforms and blended learning methodologies to enhance accessibility and flexibility.

11. Seeking Government Funding and Support:

- Action: Prepared detailed proposals for various college development projects and submitted them to relevant government agencies.

- Future Plans: Actively engage with government representatives and participate in funding schemes to secure resources for infrastructure upgrades, academic initiatives, and research projects.

Conclusion:

The IQAC Cell remains committed to continuous improvement and actively pursues the implementation of these action points. We believe that these initiatives will contribute significantly to enriching the student learning experience, enhancing employability, and fostering an environment of holistic learning.

Principal
College of Commerce, Arts & Science
Patna 800020

Action Taken Report on Feedback

Academic Year 2021-22

The IQAC Cell of the College of Commerce, Arts & Science, Patna, acknowledges the valuable feedback received through the recent student satisfaction survey. We recognize the areas where we excel and also the aspects requiring improvement. This report outlines the concrete actions taken and planned in response to key findings:

1. Addressing Incomplete Syllabus Coverage:

- Action: Convene a meeting of Heads of Departments (HODs) with the Principal to discuss reasons for incomplete syllabus coverage (40%). This may include pandemic-related challenges or faculty-specific issues.

- Future Plans: Develop strategies to ensure complete syllabus coverage across all departments, potentially involving curriculum adjustments, additional classes, or faculty training.

2. Encouraging Innovative Teaching Methods:

- Action: Organize workshops for faculty on innovative teaching methods, including flipped classrooms, problem-based learning, and technology integration.

- Future Plans: Encourage peer observation and feedback among faculty to promote knowledge sharing and adoption of effective teaching practices.

3. Investigating Assessment Disparities:

- Action: Task HODs with investigating concerns of unfairness in assessments (17% dissatisfaction). This will involve gathering specific feedback from students and reviewing assessment practices.

- Future Plans: Implement adjustments to assessment procedures based on identified concerns, ensuring transparency and consistency in evaluation methods.

4. Improving Assignment Discussion:

- Action: Discuss concerns about insufficient assignment discussion (dissatisfaction from a small percentage of students) during the HOD meeting.

- Future Plans: Implement guidelines for faculty to ensure thorough feedback and discussion on assignments in all courses.

5. Enhancing Internship Opportunities:

- Action: Strengthen existing partnerships with businesses and professional organizations to increase internship and placements students.

- Future Plans: Explore possibilities for inter-college collaborations and online internship platforms to widen opportunities for all students.

6. Reinforcing Comprehensive Development Strategies:

- Action: Review and refine existing mentoring procedures to ensure consistent support for cognitive, social, and emotional growth of students.

- Future Plans: Develop additional programs and activities that foster holistic development, addressing the needs of different student groups.

7. Clarifying Learning Objectives and Expected Competencies:

- Action: Address the small percentage of students who reported not receiving information about expected competencies, course outcomes, and program outcomes.

- Future Plans: Implement mandatory orientation sessions for students at the beginning of each semester to clearly communicate learning objectives and program expectations.

**8. Addressing Concerns about Mentor **

- Action: Investigate instances reported by a few students regarding lack of consistent follow-up by mentors.

- Future Plans: Provide additional training and support to mentors to ensure proper monitoring and guidance for all students.

9. Investigating Dissatisfaction with Practical Application Examples:

- Action: Analyze feedback from students who expressed dissatisfaction with teachers' use of examples and applications (small percentage).

- Future Plans: Provide targeted support to faculty members who may require assistance in developing effective practical teaching strategies.

10. Enhancing Support for Overcoming Challenges:

- Action: Continue existing faculty training programs aimed at identifying and addressing student challenges.

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- Future Plans: Develop peer support networks among students to encourage mutual assistance and overcoming academic difficulties.

11. Promoting Continuous Improvement in Teaching-Learning:

- Action: Continue conducting periodic feedback surveys and evaluations to monitor and improve the quality of the teaching-learning process.

- Future Plans: Implement mechanisms for student involvement in quality improvement initiatives, such as focus groups and advisory committees.

12. Investing in Student-Centric Learning Approaches:

- Action: Encourage faculty to utilize student-centric teaching methods such as interactive activities, group projects, and learner-centered assessments.

- Future Plans: Develop and share resource materials

Action Taken Report on Feedback

Academic Year 2020-21

Introduction:

The IQAC Cell of the College of Commerce, Arts & Science, Patna, acknowledges the valuable feedback received through the recent student satisfaction survey. We recognize the areas where we excel and also the aspects requiring improvement. This report outlines the concrete actions taken and planned in response to key findings:

1. Curriculum Relevance and Effectiveness:

- Action: Convene a curriculum review committee to assess the width, depth, and career preparedness of existing programs. Consider feedback from alumni and industry professionals.

- Future Plans: Implement curriculum revisions based on committee recommendations, ensuring alignment with career aspirations and industry needs.

2. Enhancing Classroom Experience:

- Action: Conduct faculty training workshops on effective classroom management, student engagement strategies, and innovative teaching methods.

- Future Plans: Implement peer observation and feedback among faculty to promote knowledge sharing and continuous improvement in classroom practices.

3. Optimizing Technology Integration:

- Action: Analyze feedback on teaching aids and ICT usage to identify areas for improvement. Upgrade technology infrastructure and provide faculty with training on utilizing digital tools effectively.

- Future Plans: Explore the deployment of advanced learning technologies such as virtual reality and e-learning platforms to enhance student engagement and accessibility.

4. Expanding Academic Engagement Opportunities:

- Action: Increase the frequency and variety of seminars, conferences, and paper presentation opportunities for students. Provide support and guidance for student research initiatives.

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- Future Plans: Partner with universities and research institutions to facilitate student participation in collaborative research projects.

5. Strengthening Laboratory and Tutorial Experiences:

- Action: Review the relevance and effectiveness of laboratory work and tutorials in each program. Improve alignment with course curriculum and industry standards.

- Future Plans: Explore incorporating cutting-edge technologies and real-world applications into laboratory and tutorial activities.

6. Promoting Undergraduate Research:

- Action: Develop a structured undergraduate research program offering workshops, mentorship opportunities, and research project funding.

- Future Plans: Collaborate with faculty members to integrate research experiences into regular coursework and encourage student participation in national and international research competitions.

7. Improving Access to Course Materials:

- Action: Conduct a campus-wide survey to assess student access to course-specific reference materials. Investigate reasons for any limitations and develop solutions to ensure universal access.

- Future Plans: Explore digitizing course materials and establishing an online repository for easy access by all students.

8. Enhancing Extracurricular Opportunities:

- Action: Expand and diversify extracurricular activities offered by the college, focusing on areas of student interest and career development. Provide resources and support for student-led initiatives.

- Future Plans: Strengthen partnerships with community organizations and external stakeholders to create new and valuable extracurricular opportunities for students.

9. Fostering a Well-rounded Learning Environment:

- Action: Develop and implement holistic student development programs addressing academic, social, emotional, and physical well-being. Cultivate a culture of inclusivity and support for all students.

- Future Plans: Continuously evaluate and refine student development programs based on student feedback and evolving needs.

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10. Ensuring Effective Institutional Facilities:

- Action: Conduct a comprehensive assessment of library, medical, canteen, restroom, and counseling facilities based on student feedback. Implement improvement plans based on identified needs.

- Future Plans: Maintain regular communication with students to gather feedback and ensure

Action Taken Report on Feedback

Academic Year 2019-20

The IQAC Cell of the College of Commerce, Arts & Science, Patna, acknowledges the valuable feedback received through the recent student satisfaction survey conducted during the online learning phase. We recognize the areas where we excel and also the aspects requiring improvement. This report outlines the concrete actions taken and planned in response to key findings:

Academic & Teaching:

1. Teaching Aids and Techniques:

- Action: Conduct faculty training workshops on innovative teaching methods, including effective use of presentation tools, demonstrations, and interactive activities.

- Future Plans: Encourage peer observation and feedback among faculty to promote knowledge sharing and adoption of effective teaching practices.

2. Curriculum Review and Development:

- Action: Convene a curriculum review committee to assess the relevance and effectiveness of existing programs, incorporating student feedback on paper selection.

- Future Plans: Implement curriculum revisions based on committee recommendations, ensuring alignment with student needs and industry trends.

3. Class Regularity and Punctuality:

- Action: Reinforce existing protocols for maintaining class schedule adherence and implement mechanisms for timely communication of any changes.

- Future Plans: Explore student feedback mechanisms to proactively address any concerns regarding class regularity and punctuality.

4. Evaluation and Assessment Methods:

- Action: Conduct faculty training on transparent and student-centered assessment methods, ensuring fairness and consistency in evaluation practices.

- Future Plans: Encourage faculty to provide clear grading rubrics and feedback mechanisms to enhance student understanding of assessment expectations.

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5. OBE Support and Guidance:

- **Action:** Develop and disseminate comprehensive resources and guides to support students with online-based evaluations and assessment methods.

- **Future Plans:** Establish regular communication channels for addressing student concerns and providing ongoing support regarding OBE-based assessments.

6. Knowledge Acquisition and Learning Outcomes:

- **Action:** Analyze student feedback to identify areas where knowledge acquisition could be strengthened. Implement remedial measures and enhance teaching strategies.

- **Future Plans:** Develop learning outcome statements for each course to ensure clarity and alignment between teaching methods and expected student knowledge.

7. Overall Learning Experience:

- **Action:** Conduct focus group discussions with students to gather deeper insights into their learning experiences and identify areas for improvement.

- **Future Plans:** Continuously strive to enhance the quality of online and offline teaching-learning experiences based on student feedback and best practices.

College Library:

1. Accessibility of E-Resources:

- **Action:** Conduct awareness campaigns and workshops to educate students on accessing and utilizing available e-resources in the library.

- **Future Plans:** Develop user-friendly tutorials and guides for accessing e-resources and provide ongoing technical support to address accessibility issues.

2. Library Staff Support and Assistance:

- **Action:** Conduct training sessions for library staff to refine communication skills and enhance responsiveness to student needs.

- **Future Plans:** Implement feedback mechanisms for students to anonymously report and suggest improvements regarding library staff support.

3. E-Library Satisfaction:

- Action: Investigate the specific concerns of students reporting poor satisfaction with the e-library. Address technical issues and improve user interface if necessary.

- Future Plans: Conduct regular surveys and collect user feedback to continuously monitor and improve the e-library experience.

College Administration:

1. Administrative Support:

- Action: Maintain open communication channels and provide readily accessible support mechanisms for students to address their concerns during e-learning.

- Future Plans: Implement student feedback systems to identify and address administrative support needs and potential challenges.

2. Knowledge Acquisition during E-Learning:

- Action: Analyze student feedback to understand areas where knowledge acquisition through online learning methods could be strengthened.

- Future Plans: Explore additional instructional tools and resources to optimize knowledge delivery and comprehension during online learning phases.

Action Taken Report on Feedback

Academic Year 2018-19

The IQAC of the College of Commerce, Arts & Science, Patna, is pleased to present an action taken report based on the overwhelmingly positive student feedback received regarding teaching and learning during the recent academic period. We are encouraged by the high levels of satisfaction among students and committed to building upon these strengths while addressing any areas for improvement.

Strengths Highlighted by Student Feedback:

- Teacher Preparedness and Knowledge: 89% of students strongly agree that teachers are well-prepared and knowledgeable in their subjects. This is a testament to the dedication and expertise of our faculty.

- Fair and Transparent Evaluation: 90% of students agree that teachers employ fair and transparent internal evaluation processes. This ensures that students receive accurate and consistent feedback on their performance.

- Student-Centric Methods: 86% of students appreciate the use of student-centric methods, including experiential learning, participative learning, and problem-solving approaches. This fosters a more engaging and active learning environment.

- Responsive to Student Queries: Students value the willingness of teachers to address their questions and concerns (92% agreement). This open communication promotes understanding and facilitates academic progress.

- Effective Use of ICT Tools: 89% of students report that teachers effectively utilize ICT tools as a resource for curriculum delivery. This enhances classroom learning and improves knowledge acquisition.

- Soft Skills and Life Skills Development: Teachers go beyond curriculum completion, focusing on developing soft skills, life skills, and employability (89% agreement). This equips students with essential skills for personal and professional success.

- Weakness Identification and Support: 87% of students acknowledge that teachers actively identify and address students' weaknesses, providing individual support and guidance. This personalized approach ensures that all students have the opportunity to thrive.

- Syllabus Completion and Punctuality: Teachers consistently complete the syllabus on time (99% agreement) and demonstrate exceptional punctuality and regularity in attending classes (93% agreement). This creates a predictable and reliable learning environment.

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- Effective Communication: 85% of students commend the communication skills of teachers, finding them clear, engaging, and informative. This promotes effective knowledge transfer and understanding.

Action Taken:

- Commendation and Recognition: Recognize and commend faculty members who demonstrate exemplary teaching practices based on student feedback.

- Faculty Development Programs: Organize ongoing faculty development programs to further enhance teaching skills, including expertise in student-centric methods, effective use of ICT tools, and development of soft skills in students.

- Peer Observation and Feedback: Encourage peer observation and feedback among faculty members to promote knowledge sharing and best practices in teaching.

- Student Focus Groups: Conduct focus group discussions with students to gain deeper insights into their learning experiences and identify areas for further improvement.

- Continued Feedback Mechanisms: Maintain robust student feedback systems to continually monitor and refine teaching and learning practices in response to student needs.

Future Plans:

- Expand Use of Student-Centric Methods: Encourage and support faculty in adopting even more innovative and engaging student-centric teaching methods across all disciplines.

- Strengthen Support for Struggling Students: Enhance the existing support system for students with identified weaknesses through personalized tutoring, learning assistance programs, and mentorship opportunities.

- Invest in ICT Infrastructure: Continuously upgrade and modernize the college's ICT infrastructure to further enhance the integration of technology into teaching and learning.

- Promote Active Learning Environment: Foster a culture of active learning within the college by encouraging classroom discussions, group projects, and collaborative learning activities.

- Benchmarking and Knowledge Sharing: Collaborate with other institutions and share best practices in teaching and learning to continuously improve academic excellence.

Conclusion:

The College of Commerce, Arts & Science, Patna, is committed to providing a high-quality educational experience for its students. We are grateful for the positive feedback received and

Principal
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continue to strive for excellence in teaching and learning. By recognizing our strengths, taking action, and implementing future plans, we aim to foster an environment where every student can thrive and reach their full potential.

College of Commerce, Arts & Science

Kankarbagh, Patna – 800 020
(A Constituent Unit of Patliputra University, Patna-20)
NAAC RE-ACCREDITED 'A' Grade, with CGPA 3.10

OFFICE OF THE PRINCIPAL

Ref:- AC159/2022   Date:- 29.06.22

To

The Registrar

Patliputra University, Patna

Subject : Request to allow college administration to allocate fund for field study and excursion of Students.

Madam

Our college takes feedback from students and other stakeholders of the institution. Majority of students from different departments have asked for increasing field study and excursion trips of students. College has not any designated allocation of the fund for the same.

Kindly allow us to allocate a designated fund for field studies and excursion trips and oblige.

Thanking you.

With Kind Regards.

Yours faithfully

Prof.(Dr.) Indrajit Prasad Roy

Principal
Principal
College of Commerce, Arts & Science
Patna- 800020

College of Commerce, Arts & Science

Kankarbagh, Patna – 800 020
(A Constituent Unit of Patliputra University, Patna-20)
NAAC RE-ACCREDITED 'A' Grade, with CGPA 3.10

OFFICE OF THE PRINCIPAL

Ref.- आ/219/2021

Date.- 16.09.2021

To

The CCDC

Patliputra University, Patna

Subject:- Information regarding status of Girl Toilets in the college.

Ref:- CCDC/PPU/110/21 dated 15.09.2021

Sir,

With reference to the subject mentioned above, we are herewith furnishing information related to the girl/lady toilets as under:-

(a) Number of girl students – 4404

(b) No. of girl toilets – 6 Blocks (each for two & more users)

(c) Maintenance of girl toilets – Good and sanitisation & cleaning-washing facilities are being done•soaps, Napkins, Sanetizer etc are available. Two vending machines are installed in campus.

(d) Doors of girl toilets broken or Ok- Almost Ok

(e) Additional funds required for sanitation & maintenance of girl toilets –

| Total No. of Girl Toilets	Particulars of Expenditure		Amount (per month)	Total Amount (per month as recurring)
06 Blocks	(A)	Vending Machine, Napkin, Sanitary Pad & other allied management	6 x@ Rs. 35000/-	Rs. 2,10,000/-
	(B)	Sanitisation, cleaning, washing & other maintenances facilities.	6x@ Rs. 20,000/-	Rs. 1,20,000/-
			Total Monthly expected Amount – Rs. 3,30,000/-	

Kindly accord the above information as needful and requested to grand @ Rs. 3,30,000/- as monthly basis in recurring form for regular maintenance facilities to girls toilets.

Principal

Aarti singh
18·9·21

INTERNAL QUALITY ASSURANCE CELL

IQAC

INTERNAL QUALITY ASSURANCE CELL

मीटिंग 05·12·2017 को कॉलेज में IQAC के नाम बदलने एवं नई कमेटी के नाम बदलने का प्रस्ताव डॉ० प्रिंसिपल, प्रोफ़ प्राचार्य के अध्यक्षता में रखा गया जिसमें निम्न शामिल कमेटी उपस्थित रहे सभी सदस्यगण थे।

1. प्रो० प्रिंसिपल
   प्रोफ़ प्राचार्य — Oval 5/12/17

2. Prof. G. K. Sinha —

3. Prof Lalan Pd singh —

4. Prof Manoj Kumar —

5. Prof J. M. Deo

6. PROF. HIRA LAL SINGH —

7. Prof Indra Kant Choudhary — 05/12/17

8. Md. Imtiyoz Hasim — 5·12·17

9. Umesh Prasad — 5.12.17

10. Anup Kumar — 5/12/17

11. Dr. VIVEK KUMAR — Vivek Kumar 5/12/17

12. Dr. Santosh Kumar — Santosh 5/12/17

13. NIRBHAY SHANKER. — 5/12

14. SAFDAR IMAM QUADRI — 5/12/1)

15. Dr. Vandana Maurya — Maurya 5/12/17

16. Dr. DIMPLE KUMARI — Dimple Kumari 05/12/17

17. Dr. Shambhu Sharan — Sharan

18. मनोज रानी — मनोज रानी

19. Anita Sagar — Sagar

20. Shiv Kumar yadav. —

21. Kanhaiya K. Sah

22. Rimjhim Sheel — Sheel

23. Jagdish Ojha — O. Jagdish.
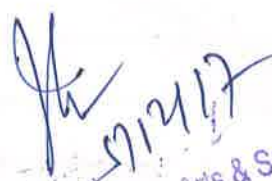
24. Manoj Kumar — 05/11/17

(Honorable members Shri Jagdish Sharma, Former Scientist E. BARC, Trombay and Shri Ajit Yadav, Assistant Director, Horticulture, Mithapur, Patna could not attend the meeting.)

All members attending the meeting signed in the proceeding register.

Resolutions adopted unanimously –

1. The members recommended and resolved that the office of the principal should take a stock of the measures to improve and evolve the general academic ambience of the institution with the help of different committees assigned with varying purposes and tasks. Principal was authorized to bring forth new proposals to add and improve the existing teaching-learning mechanisms and get them approved by the IQAC in the next meeting.

2. It was resolved and recommended that annual academic audit be carried out regularly. There should be two-tier process. The college would have one Internal Academic Audit Committee (IAAC) and one External Academic Audit Committee (EAAC). After the IAAC carries out its internal assessment and audit of the academic activities at the end of an academic session, the report shall be put to the EAAC to validate it through its own mechanism of inspection, assessment and verification. The EAAC will submit the final report to the Convener of the IQAC for approval by the body and further planning.

3. It was resolved that annual Environment audit should also be carried out for the institution by an external agency or committee. One member of the Steering Committee for NAAC attending the session as a special invitee proposed that social audit of the institution may also be carried annually. It was approved by the members unanimously and it was suggested that the topic may be discussed in detail in some later meeting.

4. The members discussed about the paucity of teachers in some departments, such as the department of Zoology, because of which teaching-learning is severely hampered. It was suggested that the office of the principal may employ qualified guest teachers on contract and may arrange class-wise

installed system. It was resolved that suitable number of wireless IP cameras should be installed instead of wired ones and quotations should be invited for suitable bidders as early as possible.

8. It was resolved that like previous years, the college should revive/organize the 3-day public extension event STRIDE in the month of December as previously done. It was brought to the notice of all that NAAC peer teams on both occasions (in 2009 and 2015) had highly appreciated the practice and specific mentions were made in their reports submitted with the institution. The principal proposed the dates for STRIDE 2017 as 20th of December to 22nd of December 2017 for the same and the proposal was approved.

9. It was resolved that the principal should form a committee to initiate the preparations for holding Students Union election as and when notified by the university as per the recommendations/directives of the Govt./Chancellor's office.

10. Regarding overall development of the departments' infrastructure and teaching related activities/protocols, it was resolved that the principal may invite the departments to submit their proposals and take actions accordingly as per the availability of funds and resources.

11. Members discussed about the facilities regarding sports and games in the college and recommended that the institution should motivate its students to excel in different sports/games mentioned in the University's Sports calendar. It was resolved that the college must organize annual sport event regularly. It was also resolved that the college must organize annual cultural meet.

12. Under 'Any other matter' of the agenda, a proposal to start a new 3-year degree vocational course in Pharmacy came up for consideration. It was

बैठक दिनांक 18-04-2018 को महाविद्यालय के ... IQAC के सदस्य एवं प्राचार्य डॉ० [राधा] रमन प्रसाद गुप्ता प्राचार्यजी के कार्यालय में ... की ... Rembursed ... निम्नलिखित ... का ...

(i) प्रो० (डॉ०) रमन प्रसाद गुप्ता
   प्राचार्यजी

(ii) प्रो० प्रमोद कुमार मिश्र
   समन्वयक (IQAC)

(iii) प्रो० मदन प्रसाद सिंह ——

(iv) प्रो० विजय कुमार मणि —— अरुण 18/04/18

(v) प्रो० मनोज कुमार सिंह ——

6 प्रो० ... कुमार सिंह ——

7 श्री दिनेश कुमार
   मिश्र (...)

8 श्री दिनेश कुमार
   (...) —

9 Dr Manoj Kmm (H.O.D) Botany OK

10. Dr. Santosh Kumar Physics Santosh 18/4/18

11. Prof. Pramod Kumar - Philosophy - Kumar 18/4/18

12. Prof Indra Kant Chowdhary - Maithili - 18/4/18

13. Prof Dinesh Kumar, Head, Psychology 18/4/18

14. Khalid Ahmed ———— 18/4/18

15. Rajeev Ranjan - History 18/4/18

16. Saloni Kumar (Eng.) ———— 18/4/18

17. Anmol Adhyanj (Pol.Sc.) 18/4

18. Umesh Prasad (Eco.)

19. Lalan Pd ... (Env.) — 18-4/18

20. Ashutosh Kumar Sinh (Physics) 18/4/18

21. Mahboob Zafar Alam (Mathematics) 18/4/18

आज दिनांक 08-05-2019 को [...] IQAC
के [...] प्रो० (डा०) [...] सिंह, प्राचार्य
के [...] [...] निम्नलिखित लोगों
[...] [...])

1. प्रो० (डा०) [...] सिंह — [signature] 8/5/2019
   प्राचार्य

2. SANJIV KUMAR — [signature] 8/5/2019

3. Vijay Prakash — [signature] Vijay Prakash 8.5.19

4. Dr A.K. Bhaskar — [signature] 8/5

5. Mridula Kumari — [signature] 8/5

6. Saloni Kumar — [signature] 8/5/19

7. Rashmi Achousy — [signature] 8/5/19

8. Sanjay Kr. Pandey — [signature] 08.05.19

9. Rajeev Ranjan — [signature] 8/5/19

10. Md. Imteyaz Hassan — [signature] 8.5.19

11. Dr Arvind kr. Nag — [signature] 8/5/19

12. SAFDAR IMAM QUADRI — [signature] 8/5/19

13. Sita Sahu 9789745703 — [signature]

14. Vikash Boxer 7004160432 — [signature]

15. Dr. Santosh Kumar — [signature] Santosh 8/5/19

Action Taken Report of the Resolution of meeting held on 18.04.2018

1. Pending IQAC reports have been submitted.
2. For starting the construction work of the Ground floor and the first floor of Technical Bhawan an expert committee has been constituted.
3. A solar panel of capacity 30 KVA has already been installed on the roof of Botany department in collaboration with BIADA

Action Taken Report of the Resolution of meeting held on 08.05.209 ~~209~~ 2019

1. The construction work of the ground floor of Technical Bhawan has been started.
2. Complete Digitalization of College including Admission, Accounts, and other LMS requirements have been done with Eduwin Software
3. College Website has been reconfigured.
4. Repairing work of CCTV IP Cameras and installation work of some new cameras have been completed.
5. Admission process has completely been made online
6. Prof. Rajeev Ranjan have been assigned the duty of convening annual alumni meet

Principal has been authorised to follow up the matter through the Minister and additional Chief Secretary for getting the project approved and money sanctioned for it.

❖ It was unanimously decided that for improving the skill of the non-teaching employees of college and for making them technically savvy, an orientation programme cum workshop should be arranged for them in near future.

❖ Since our college is situated in the Heart of the city, so we have a space constraint but the number of courses running in our college are increasing day by day. Keeping in view the reequiremnt of extra class rooms/Laboratories, it was unanimously decided that the construction work of the ground floor of Technical building should be completed as soon as possible and the Civil work of construction on the first floor of Technical Bhawan should be started at earliest possible. In future we may think of shifting our central library in this building itself.

❖ The overall academic environment of college was discussed in detail. It was unanimously decided that the curriculum enrichment and Implementation committees have to be made more vibrant for a meticulous planning for effective implementation and delivery of curriculum and incorporating the elements of fascination and innovation into it as for as practicable. The basic amenities of students should be increased. Laboratories should be modernized as per the availability of fund. More work shop/ seminars/conferences/symposia should be arranged by different departments of College in collaboration with IQAC. Research activities should be a little more focussed. Teachers should be motivated for submitting more and more research project proposals.

❖ The Principal has been authorised to arrange fund from Government/NGO/Philanthropists/M.P./M.L.A/M.L.C. for the construction of shade above the idol of the founder of College Pandit Indushekar Jha. The Principal assured that he is already

आज दिनांक 13.04.2021 को महाविद्यालय के प्राचार्य प्रोफेसर तपन कुमार शांडिल्य की अध्यक्षता में प्रशासनिक भवन के प्रथम तल्ले पर अवस्थित कॉन्फ्रेंस हॉल में महाविद्यालय के IQAC सदस्यों की एक बैठक संपन्न हुई जिसमें निम्न निखित सदस्य उपस्थित हुए और अपना हस्ताक्षर बनाए।

1. प्रोफेसर तपन कुमार शांडिल्य   13/04/2021
   प्राचार्य

2. प्रोफेसर रश्मि अवस्थी

3. डा० संतोष कुमार

4. डा० प्रणाम गुप्ता

5. श्री नीरज कुमार

6. प्रोफेसर ए. के. ताज   13/04/2021

7. प्रोफेसर जय मंगल देव

8. प्रोफेसर राजीव रंजन

9. प्रोफेसर इम्तियाज हसन   13.4.21

10. डा० ए० के० झा

11. डा० सुनीता भारत

12. डा० सुरुचि कुमार

13.04.2021

आज दिनांक 13.04.2021 को महाविद्यालय के प्राचार्य प्रोफेसर तपन कुमार शांडिल्य की अध्यक्षता में प्रशासनिक भवन के प्रथम तल्ले पर अवस्थित कॉन्फ्रेंस हॉल में महाविद्यालय के IQAC सदस्यों की एक बैठक संपन्न हुई जिसमें निम्न लिखित सदस्य उपस्थित हुए और अपना हस्ताक्षर बनाए।

1. प्रोफेसर तपन कुमार शांडिल्य _____ 13/04/2021
   प्राचार्य

2. प्रोफेसर रश्मि अग्रवाल _____

3. डा॰ संतोष कुमार _____

4. डा॰ प्रणय गुप्ता _____

5. श्री नीरज कुमार _____

6. प्रोफेसर ए॰ के॰ नाग _____ 13/04/2021

7. प्रोफेसर जय मंगल देव _____

8. प्रोफेसर राजीव रंजन _____

9. प्रोफेसर इम्तियाज हसन _____ 13.4.21

10. डा॰ एफ॰ के॰ जाकिा _____

11. डा॰ सुनीता भगत _____

12. डा॰ मृदुला कुमारी _____

13.04.2021

Agenda

1. Construction above Vanijya Sabhagar for shifting Department of Commerce in this newly constructed building.
2. Installing SBI ATM in college premises
3. Academic and Administrative audit as well as green audit of college
4. Internal audit of college Accounts
5. Staring LLB/LLM courses
6. Organising one week interdisciplinary FDP for teachers
7. Staring Tuesday in house faculty seminar
8. Increasing Lions/Rotary Club activities
9. Renovation work
10. Staring monthly newsletter of college
11. Emphasis on Laboratory work/practical for students.
12. Consideration over e-waste disposal
13. Re inventing Padagogy in view of Covid Pandemic
14. Establishing Sehat Kendra inside College Premises
15. To go for ISO Certification.
16. Any other matter

Resolutions adopted
1. It was unanimously decided in the meeting that Department of Commerce is facing space constraint to run classes. Professor Rajendra Gupta, a teacher of the Commerce department of College itself has been nominated as MLC in Bihar Legislative council. He has assured the financial support for the construction on the first floor of Vanijya Sabhagar from his MLC fund. It was decided that the Civil construction work will be started on the first floor of Vanijya Sabhagar and once the construction work and internal finishing of the said building is

decided that the activities of Lions club and Rotary club will be increased.

9. Principal was authorised to do renovation work of different buildings of college where ever is required.

10. It was unanimously decided that a monthly newsletter of college will be published by the Journalism and Mass Communication Department of College to highlight the monthly activities of college.

11. It was decided that in Science departments the Laboratory activities/experiments done by students will be given priorities and sincere effort has to be done to ensure that students perform maximum possible number of experiments during their course.

12. E-waste disposal is a major problem. It was decided that the college will sign an MOU with some government approved body for e-waste disposal.

13. A detailed discussion was done for reinventing Padagoery in view of Covid Pandemic driven situation and post covid scenario. It was decided that sufficient infrastructure should be developed for effective online delivery of courses to students if the situation so warrants. It was also decided that the college will continue to run courses in hybrid mode even in Post Covid situation.

14. It was decided that a Sehat Kendra should be established inside college premises.

15. It was also decided that college should go for some quality certification like ISO certification etc.

16. The meeting ended with a vote of thanks by IQAC Co-ordinator Dr. Santosh Kumar.

Santosh.
13/04/2021
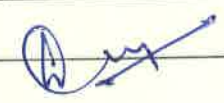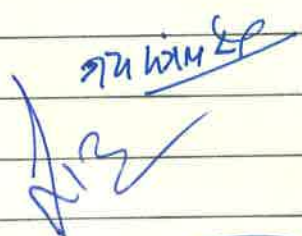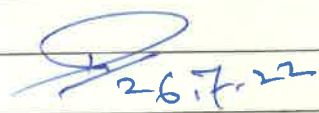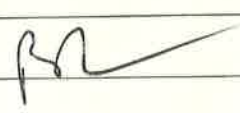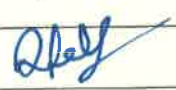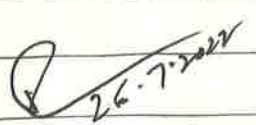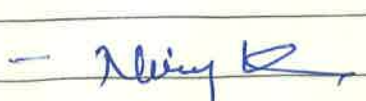
गत बैठक में लिए गए निर्णयों के
आधार पर की गयी कार्य वाही हेतु,
ु आगत कार्याणा ताणा तथा एजेंडा
के अन्य बिन्दुओं पर भी चर्चा हुई।

Action Taken Report of the Resolutions passed in the meeting held on 13.04.2021

1. Construction work above the Vanijya Sabhagar is in the stage of completion
2. An SBI ATM has been installed at the main gate of the college.
3. Expert committee has been constituted for conducting academic & administrative Audit of college as well as the green audit
4. Inspection from BCI has been done for starting and granting permission for LLB first year admission. Hope the admissions to start soon
5. A proposal has been sent to Patliputra University for starting LLM Course
6. The Practice of Tuesday in house faculty seminar has been started.
7. Several Lion/Rotary activities Like Blood donation camp, free medical check up, cataract surgery, Kambal distribution to purrs etc have been done
8. Renovation work of different buildings of college have been started from RUSA Fund
9. The culture of doing experiments by the students of Science department has been strengthened.
10. A proposal is being discussed with Karo Sambhav for e-waste disposal.
11. Sehat Kendra has been established in college premises.
12. Despite the fact that classes have started in offline mode,

Science/Sci indexed Journals. The detailed modalities will be decided by the planning and development committee of college. The IQAC Co-ordinator will be an invited member in the meeting of planning and development committees.

❖ It was decided unanimously in the meeting that operational autonomy to the teachers of college has to be ensured at any cost so that they get sufficient liberty and space for independent thinking and experimentation of their innovative ideas. A meeting of all H.O.D. s will be called shortly to discover the constraints which teachers are facing presently and work out ways for ensuring operational autonomy and decentralization of responsibilities.

❖ The college on present date is fully digitalized and we have a state of the art LMS software (Eduwin). It has been decided in the meeting that an online training of basic computer application will be given to the non-teaching employees of college on our LMS platform. The date will be shortly announced by the college administration.

❖ Our NSS and NCC units are doing commendable work for outreach and extension activities but the Principal of the college Prof. Tapan Kumar Shandilya emphasized that the outreach and extension activities should be given more pace. Being a leader institution of higher education, it is our responsibility.

❖ It was decided unanimously that the flagship public extension activity of college **"STRIDE"** is stopped for last 2 years due to corona. Once the situation normalizes completely, It should be started again sometimes in 2022.

❖ It was decided unanimously that external academic and administrative audit as well as an environmental/Green audit of college will be done before June 2022 if the pandemic situation normalizes.

❖ It was discussed that in spite of the fact that the sports Committee of College is quite active and performing, we have to

26.07.2022

आज दिनांक 26.07.2022 को अपराह्न 1 बजे महाविद्यालय के प्रचार्यानार्य प्रोफेसर (डा0) इंद्रजीत प्रसाद राय की अध्यक्षता में ईश्वोसर का मेमोरिअल प्रशाल नित्र भवन के प्रथम तल पर स्थित कंफ्रेंस हॉल में महाविद्यालय के IQAC सदस्यों की बैठक संपन्न हुई जिसमें निम्नलिखित सदस्य उपस्थित हुए एवं अपना हस्ताक्षर अंकित किए।

1. प्रोफेसर (डा0) इंद्रजीत प्रसाद राय
   प्रचार्यानार्य

2. डा0 संतोष कुमार

3. प्रोफेसर ए. के. नाग

4. प्रोफेसर जन्ममंगल डेग

5. प्रोफेसर राजीव रंजन

6. प्रोफेसर इम्तिचाज हसन

7. डा0 ए. के. आस्का

8. डा0 सुनीता लाल

9. डा0 शुकुला कुमारी

10. श्री संजय पांडेय

11. श्री विनोद कुमार सिंह

12. श्री नीरज कुमार

Resolutions Passed

1. Detailed discussion was done regarding preparation for the 3rd cycle NAAC accreditation of college. Several issues were brought to the notice of the principal and it was unanimously decided that they will be sorted out on priority basis, no matter whether they are department specific problems or problems related to students and infrastructural improvement.

2. The principal took note of the status of the annual academic / green / energy audit of the college. It was decided that if the audit reports have not yet been submitted, they should be completed at earliest possible and have to be submitted to IQAC

3. It was unanimously decided that the faculty of science of college should organize a few National / International conference(s) / seminar(s) in college by March, 2023. Department of physics of college has been assigned responsibility to take a lead. The IQAC coordinator of the college who happens to be a teacher of Physics department assured that one national and one international conference will be organized by the physics department by March, 2023. A meeting of the organizing committee will be soon convened to prepare a detailed project report and submit proposals to SERB/CSIR/DAE etc for financial support at earliest possible.

4. The UGC cell of the college has been asked to organize some events in collaboration with some departments of college and IQAC. UGC cell was advised that it would be better if some workshops are arranged by the cell in near future on patent and intellectual property rights or women entrepreneurship.

5. It was unanimously decided that different departments of college need to be asked and encouraged to submit research proposals to different funding agencies for financial supports. Departments of Physics, Chemistry, Zoology, Botany, Geography, etc should take a lead in this regard and should submit research project proposals to SERB / UGC-DAE-CSR / ICHR / ICSSR etc. The follow up action needs to be taken by the IQAC coordinator.

6. A comprehensive discussion was made regarding the overall academic ambience of college. A concern was expressed for improving the law and order condition of campus and necessary steps need to be taken for the same.

7. A proposal for financial support was submitted by the former principal Prof. Tapan Kumar Shandilya to the education department of the state for the construction of a multi-purpose building. A revised proposal of about 25 crores has been submitted to the education department of state by the present principal for the said purpose. The DPR has been made by the educational infrastructure department but the project has not yet been sanctioned. The Principal of the college has been unanimously authorized to follow it up with the education department for getting the project sanctioned and fund released.

8. It was decided that a proposal should be submitted to FIST-DST, Government of India for the improvement of science and technology infrastructure of our college. The IQAC director / coordinator, Dr. Santosh Kumar has been authorized to make a team for preparing the proposal.

Action Taken Report for the resolutions passed in the IQAC meeting held on 26.07.2022

- The annual academic / green / energy audit of college has been done and the reports have been submitted to principal / IQAC by the respective audit teams.
- The Physics department of college organized 36th National Convention of Indian Association of Physics Teachers in college premises from 2-4 December, 2022. The National Convention was organized for the first time in Bihar at College of Commerce, Arts and Science, Patna.

  The physics department of college organized an international conference on Materials Processing and Application (ICOMPA)-2023 from 1-3 March, 2023. Scientists from the UK, USA, Sweden, Japan and Leading research institutions of India participated in the said conference. It was funded by SERB-DST Government of India.
- The UGC Cell of college organized a one day online workshop on IPR on 16.07.23
- Dr. Ayan Mukherjee and Dr. Santosh Kumar from department of Physics and Dr. Dimple Kumari from Department of Chemistry submitted research project proposals to SERB and Dr. Vidya Yadav of Geography department submitted research project proposal to ICSSR.
- Necessary steps have been taken to streamline the law and order situation of the campus and a police outpost has been established in college premises.
- The proposal for financial support of Rs. 25 Crore for construction of a multipurpose building in college premises submitted to the education department has been followed up but it has not still been sanctioned.
- Infrastructure renovation work in different departments of college has been done under the supervision of college engineer as per requirement.
- The construction work of the seminar hall of the geography department has been completed.
- Companies like BAJA Finserv, TCS, etc have been consulted. BAJAJ Finserv and TCS have organized several employability skill training programmes for our students under their CSR support schemes. Several students of our college have got placements.

Santosh.
31/07/2023

31.07.23

Principal
College of Commerce, Arts & Science
Patna- 800020

➢ **Agenda of the meeting:-**

1. Submission of SSR of College.
2. Assessment of the progress of ongoing Research Projects in Physics and Geography department.
3. Discussion on proposal for proposal for establishing a central instrumentation centre (CIC) in college
4. Construction of rooms over the 2nd floor of Dinkar Bhawan
5. Follow up of the infrastructure proposal submitted to education department of Bihar
6. Discussion over augmentation of infrastructure in college premises
7. Any other matter

19.10.23

Principal
College of Commerce, Arts & Science
Patna- 800020

Dinkar Bhawan. He requested to submit a DPR for the same.

4. It was brought to the notice of all the members by the Principal of the college that the BSEIDC has been instructed by the education department of Bihar Govt. to prepare a DPR for construction of multipurpose building, Building for CIC and Modern laboratory, renovation of existing buildings and new G+5 construction by demolishing Dinkar Bhawan. The Principal of the College Prof.(Dr.) Indrajit Prasad Roy was requested by all the members present in the meeting to follow it up so that the proposed projects are sanctioned at earliest possible.

5. Keeping in view the strength of the students in college, it was felt that there is a need to augment the existing infrastructural facilities of college. A meeting of planning and development committee should be convened at earliest to make a detailed project report for the same.

6. The Mayor of Patna, Smt. Sita Sahu assured to make arrangement for some mast lights in the campus.

7. It was also resolved that some more solar panels will be installed over the roofs of different buildings of college.

The meeting ended with vote of thanks by the general secretary of the Teachers' Association of College Prof. A.K. Bhaskar.

19.10.23

Principal
College of Commerce, Arts & Science
Patna- 800020