

## The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

### Part – A

1.8 AQAR for the year (for example 2010-11)

2015-16 (01 July 2015 - 30 June, 2016)

#### I. Details of the Institution

1.1 Name of the Institution

College of Commerce, Arts and Science Patna

1.2 Address Line 1

In front of Rajendra Nagar, Railway Station

Address Line 2

Main Road, Kankarbagh

City/Town

Patna

State

Bihar

Pin Code

800020

Institution e-mail address

[Principalcocaspata@gmail.com](mailto:Principalcocaspata@gmail.com)

Contact Nos.

9431049871

Name of the Head of the Institution:

Prof. Baban Singh (presently Retd.)  
Present Principal : Prof. Tapan Kumar  
Shandilya

Tel. No. with STD Code:

0612 - 2350136

Mobile:

9431049871

Name of the IQAC Co-ordinator:

Prof. Jainendra Kumar (Presently Retd.)

Mobile:

+919472029067

IQAC e-mail address

iqaccocaspatna@gmail.com

1.3 NAAC Track ID (For ex. MHCogn 18879)

BRCogn13818

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.  
This EC no. is available in the right corner- bottom  
of your institution's Accreditation Certificate)

EC DATE March 08,2009

1.5 Website address:

[www.cocaspatna.ac.in](http://www.cocaspatna.ac.in)

Web-link of the AQAR:

[http://www.cocaspatna.ac.in/iqac/aqar\\_cocas\\_patna\\_2015-16.pdf](http://www.cocaspatna.ac.in/iqac/aqar_cocas_patna_2015-16.pdf)

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

| Sl. No. | Cycle                 | Grade | CGPA | Year of Accreditation | Validity Period |
|---------|-----------------------|-------|------|-----------------------|-----------------|
| 1       | 1 <sup>st</sup> Cycle | B     | 2.92 | 2009                  | 2014            |
| 2       | 2 <sup>nd</sup> Cycle | A     | 3.10 | 2016                  | 2021            |
| 3       | 3 <sup>rd</sup> Cycle |       |      |                       |                 |
| 4       | 4 <sup>th</sup> Cycle |       |      |                       |                 |

1.7 Date of Establishment of IQAC : DD/MM/YYYY

15/07/2010



|  |                      |                              |                                    |
|--|----------------------|------------------------------|------------------------------------|
| Autonomy by State/Central Govt. / University | <input type="text"/> |                              | <input type="text"/>               |
| University with Potential for Excellence     | <input type="text"/> | UGC-CPE                      | <input type="text"/>               |
| DST Star Scheme                              | <input type="text"/> | UGC-CE                       | <input type="text"/>               |
| UGC-Special Assistance Programme             | <input type="text"/> | DST-FIST                     | <input type="text"/>               |
| UGC-Innovative PG programmes                 | <input type="text"/> | Any other ( <i>Specify</i> ) | College of Excellence by State HRD |
| UGC-COP Programmes                           | <input type="text"/> |                              |                                    |

## **2. IQAC Composition and Activities**

|  |  |                                 |   |
|--|--|---------------------------------|---|
| 2.1 No. of Teachers  | <input type="text" value="09"/>  |                                 |   |
| 2.2 No. of Administrative/Technical staff                      | <input type="text" value="02"/>  |                                 |   |
| 2.3 No. of students  | <input type="text" value="01"/>  |                                 |   |
| 2.4 No. of Management representatives                          | <input type="text" value="01"/>  |                                 |   |
| 2.5 No. of Alumni  | <input type="text" value="01"/>  |                                 |   |
| 2.6 No. of any other stakeholder and community representatives | <input type="text" value="NONE"/>  |                                 |   |
| 2.7 No. of Employers/ Industrialists                           | <input type="text" value="01"/>  |                                 |   |
| 2.8 No. of other External Experts                              | <input type="text" value="05"/>  |                                 |   |
| 2.9 Total No. of members                                       | <input type="text" value="21 (Including the principal as chairperson)"/> |                                 |   |
| 2.10 No. of IQAC meetings held                                 | <input type="text" value="03"/>  |                                 |   |
| 2.11 No. of meetings with various stakeholders:                | No.  | <input type="text" value="06"/> | Faculty <input type="text" value="02"/> |
| Non-Teaching Staff   | <input type="text" value="02"/>  | Alumni                          | <input type="text" value="01"/>         |
| Students   |  | Others                          | <input type="text" value="01"/>         |

2.12 Has IQAC received any funding from UGC during the year? Yes  No

If yes, mention the amount



2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.  International  National  State  Institution Level

(ii) Themes

Inspire Workshop

2.14 Significant Activities and contributions made by IQAC

In the first meeting of IQAC the committee reviewed the targets obtained in the previous academic year and put forward suggestions for sustaining the achievements and minimizing the problems that were impacting academic and infrastructural development. It was also decided in the meeting that the suggestions of the peer team during its enquiry for second cycle re-accreditation of the college have to be seriously taken into consideration and complied with in its subsequent meetings with the stakeholder of institution it was resolved that the faculty members are to be requested to bring more and more projects by sending project proposals to different funding agencies of concerned departments. IQAC aims to audit and contribute towards improvement of the quality in academics, research as well as administrative processes at college. The IQAC is responsible for the day to day quality assurance of the institute through its quality assurance processes.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year \*

| Plan of Action  | Achievements  |
|---|---|
| 1.To oversee the development, establishment and revision of learning objectives and outcomes of courses and programs. | Learning objectives of all courses and outcomes have been revised /developed for all courses by concern departments.          |
| 2. To develop various Feedback Proformas for • Student feedback   | Manual Feedback proformas are developed. Students' feedback is collected at the end of each semester/academic session through |

|  |   |
|--|---|
| <p>analysis of theory and laboratory courses • Faculty feedback • Department feedback on use of equipment • Department feedback on learning resources</p> <p>3.Enabling institution to upgrade teaching support system with respect to technological possession</p> <p>4.Construction and renovation works in MCA department.</p> <p>5.Renovation work in Administrative block</p> | <p>feedback forms filled by the students. The feedback data is analysed and recommendations are given on that basis. Faculty feedback is collected from all faculty members at the end of each semester/academic session for each subject taught by them. The feedback data is analysed and recommendations are submitted on that basis.</p> <p>Achieved to a greater extent.</p> <p>Done</p> <p>Done</p> |
|--|---|

\* Attach the Academic Calendar of the year as Annexure. [not published in our university]

2.15 Whether the AQAR was placed in statutory body      Yes       No

Management       Syndicate       Any other body  (In IQAC)

Provide the details of the action taken

AQAR was approved.

## Criterion – I

### I. Curricular Aspects

#### 1.1 Details about Academic Programmes

| Level of the Programme | Number of existing Programmes | Number of programmes added during the year | Number of self-financing programmes | Number of value added / Career Oriented programmes |
|------------------------|-------------------------------|--|-------------------------------------|--|
| PhD                    | 14                            | -  | -                                   | -  |
| PG                     | 18                            | 1 (MCA)                                    | 3                                   | 2  |
| UG                     | 27                            | -  | 08 (Vocational)                     | 08 (Vocational)                                    |
| PG Diploma             | 2                             | -  | 2                                   | 2  |
| Advanced Diploma       | 5                             | -  | 5                                   | 5  |
| Diploma                | 1                             | -  | 1                                   | 1  |
| Certificate            | 3                             | -  | 3                                   | 3  |
| Others                 |                               |  |                                     |  |
| <b>Total</b>           | 70                            | 1  | 22                                  | 21   |
| Interdisciplinary      | 1                             | -  | 1                                   | 1  |
| Innovative             |                               |  |                                     |  |

#### 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

All UG Level Programs in traditional and vocational subjects (65),  
Elective option : PG level programs (16), Add on courses (08)

#### (ii) Pattern of programmes:

| Pattern   | Number of programmes |
|-----------|----------------------|
| Semester  |                      |
| Trimester | -                    |
| Annual    | 25                   |

1.3 Feedback from stakeholders\* Alumni ✓ Parents ✓  Employers  
Students ✓

(On all aspects)

Mode of feedback : Online  Manual ✓ Co-operating schools (for PE )

\*Please provide an analysis of the feedback in the Annexure

#### 1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

NONE

#### 1.5 Any new Department/Centre introduced during the year. If yes, give details.

No

## Criterion – II

### 2. Teaching, Learning and Evaluation

|                                    | Total      | Asst. Professors | Associate Professors | Professors | Others |
|------------------------------------|------------|------------------|----------------------|------------|--------|
| 2.1 Total No. of permanent faculty | <b>119</b> | <b>22</b>        | <b>75</b>            | <b>22</b>  |        |

2.2 No. of permanent faculty with Ph.D

|            |
|------------|
| <b>118</b> |
|------------|

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

| Asst. Professors  |   | Associate Professors |   | Professors |   | Others |   | Total |   |
|-------------------|---|----------------------|---|------------|---|--------|---|-------|---|
| R                 | V | R                    | V | R          | V | R      | V | R     | V |
| Sanctioned<br>131 |   |                      |   |            |   |        |   |       |   |
| Working<br>119    |   |                      |   |            |   |        |   |       |   |

2.4 No. of Guest and Visiting faculty and Temporary faculty : All together 52

2.5 Faculty participation in conferences and symposia:

| No. of Faculty   | International level | National level | State level |
|------------------|---------------------|----------------|-------------|
| Attended         | 02                  | 12             | 06          |
| Presented papers | 0                   | 09             | -           |
| Resource Persons | 00                  | 3              | 0           |

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- |   |
|---|
| <ul style="list-style-type: none"> <li>• Interactive lectures using various audio-visual aids             <ul style="list-style-type: none"> <li>• Small group tutorials and assignments</li> <li>• Project based learning</li> </ul> </li> </ul> |
|---|

2.7 Total No. of actual teaching days during this academic year

188

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

|  |
|--|
| Forum Discussion among student having faculty as members of group started in different departments, MCQ tests conducted in classes |
|--|



2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development

as member of Board of Study/Faculty/Curriculum Development workshop

|    |
|----|
| 10 |
|----|

2.10 Average percentage of attendance of students : 76%

2.11 Course/Programme wise distribution of pass percentage :

| Title of the Programme        | Total no. of students appeared | Division      |     |      |       |        |
|-------------------------------|--------------------------------|---------------|-----|------|-------|--------|
|                               |                                | Distinction % | I % | II % | III % | Pass % |
| B.A. (H)                      | 2400                           | 12%           | 78% | 10%  | -     | 87.9%  |
| B.Sc (H)                      | 1870                           | 18%           | 72% | 10%  | -     | 96%    |
| B.Com (H)                     | 2230                           | 16%           | 78% | 6%   | -     | 96.7%  |
| M.A.                          | 1011                           | 15%           | 78% | 07%  | -     | 95%    |
| M.Sc                          | 398                            | 22%           | 71% | 7%   |       | 98%    |
| M.Com                         | 225                            | 19%           | 70% | 11%  | -     | 96%    |
| Vocational Courses (Graduate) | 447                            | 15%           | 67% | 18%  | -     | 98%    |
| Add-On                        | 133                            | 14%           | 66% | 20%  | -     | 96%    |

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

IQAC strengthen the teaching and learning processes through audit of the teaching and learning activities of the institute. To audit the learning outcomes articulated for all academic programs of the institute the various feedback forms. On the basis of the feedback received from students, faculty, parents, alumnae and other stakeholders, department wise recommendations are made for improvements to achieve the best teaching learning practices and outcomes.

2.13 Initiatives undertaken towards faculty development

| <i>Faculty / Staff Development Programmes</i>  | <i>Number of faculty benefitted</i> |
|--|-------------------------------------|
| Refresher courses                              | 03                                  |
| UGC – Faculty Improvement Programme            | 03                                  |
| HRD programmes                                 | 03                                  |
| Orientation programmes                         | 0                                   |
| Faculty exchange programme                     | -                                   |
| Staff training conducted by the university     | -                                   |
| Staff training conducted by other institutions | 02                                  |
| Summer / Winter schools, Workshops, etc.       | 01                                  |
| Others   | -                                   |

#### 2.14 Details of Administrative and Technical staff

| Category             | Number of Permanent Employees | Number of Vacant Positions | Number of permanent positions filled during the Year | Number of positions filled temporarily |
|----------------------|-------------------------------|----------------------------|--|--|
| Administrative Staff | 06                            |                            |  |  |
| Technical Staff      | 114                           | 57                         |  |  |

## Criterion – III

### 3. Research, Consultancy and Extension

#### 3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

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 which considers immediate societal needs.

#### 3.2 Details regarding major projects

|                     | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|-----------|---------|------------|-----------|
| Number              | 03        | -       | -          | 03        |
| Outlay in Rs. Lakhs | 18,52,600 | -       | -          | 18,52,600 |
|                     |           |         |            |           |

#### 3.3 Details regarding minor projects

|                     | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|-----------|---------|------------|-----------|
| Number              | 06        | -       | -          | 06        |
| Outlay in Rs. Lakhs | 5,19,500  | -       | -          | 5,19,500  |

#### 3.4 Details on research publications

|                          | International | National | Others |
|--------------------------|---------------|----------|--------|
| Peer Review Journals     | 14            | -        | -      |
|                          |               |          |        |
| Non-Peer Review Journals | -             | 06       | 14     |
| e-Journals               | 01            | -        | -      |
| Conference proceedings   | 09            | -        |        |
| -                        |               |          |        |

#### 3.5 Details on Impact factor of publications:

Range 0.5 -2    Average     h-index     Nos. in SCOPUS

#### 3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

| Nature of the Project                         | Duration Year | Name of the funding Agency | Total grant sanctioned | Received |
|---|---------------|----------------------------|------------------------|----------|
| Major projects                                |               |                            |                        |          |
| Minor Projects                                |               |                            |                        |          |
| Interdisciplinary Projects                    |               |                            |                        |          |
| Industry sponsored                            |               |                            |                        |          |
| Projects sponsored by the University/ College |               |                            |                        |          |
| Students research projects                    | 5 JRF P.hd    | UGC                        | Fellowship             |          |

|  |          |  |                            |  |
|--|----------|--|----------------------------|--|
| <i>(other than compulsory by the University)</i> | Projects |  | Amount                     |  |
| Any other(Specify)                               |          |  |                            |  |
| Total  | 05       |  | Rs 81,000 pm including HRA |  |

3.7 No. of books published i) With ISBN No.  Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from : NA

UGC-SAP

CAS

DST-FIST

DPE

DBT Scheme/funds

3.9 For colleges

Autonomy

CPE

DBT Star Scheme

INSPIRE

CE **From Govt of Bihar** Any Other (specify )

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

| Level               | International | National | State | University | College |
|---------------------|---------------|----------|-------|------------|---------|
| Number              | -             | -        | 01    | -          | 2       |
| Sponsoring agencies | -             | -        | Self  | -          | Self    |

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency  From  of University/College

Total

3.16 No. of patents received this year

| Type of Patent |         | Number |
|----------------|---------|--------|
| National       | Applied | -      |
|                | Granted | -      |
| International  | Applied | -      |
|                | Granted | -      |

3.17 No. of research awards/ recognitions received by faculty and research fellows Of the institute in the year

| Total | International | National | State | University | Dist | College |
|-------|---------------|----------|-------|------------|------|---------|
| 03    |               | 02       | 01    |            |      |         |

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them 89/108

3.19 No. of Ph.D. awarded by faculty from the Institution : 19

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  State level   
National level  International level

3.22 No. of students participated in NCC events:

University level  State level   
National level  International level

3.23 No. of Awards won in NSS:

University level  State level   
National level  International level

3.24 No. of Awards won in NCC:

University level  State level   
National level  International level

3.25 No. of Extension activities organized

University forum  College forum   
NCC  NSS  Any other

### 3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Annual stride function
- Teaching by our faculties to the children downtrodden and slum areas.
- Workshop for empowering govt teachers by our faculties.

## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

| Facilities  | Existing   | Newly created | Source of Fund                | Total |
|---|------------|---------------|-------------------------------|-------|
| Campus area   | 5.89 acres | None          | -                             | -     |
| Class rooms   | 23         | 02            | Mu and Local Development Fund | 25    |
| Laboratories  | 20         | None          | 20                            | -     |
| Seminar Halls   | None       | -             | -                             | -     |
| No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year. | -          | 01            | Project Fund                  | -     |
| Value of the equipment purchased during the year (Rs. in Lakhs)                   | -          | -             | -                             | -     |
| Others  |            |               |                               |       |

#### 4.2 Computerization of administration and library

Computerization of general/administrative section has been taken up.

#### 4.3 Library services:

|                  | Existing |       | Newly added |       | Total  |       |
|------------------|----------|-------|-------------|-------|--------|-------|
|                  | No.      | Value | No.         | Value | No.    | Value |
| Text Books       | 40,520   | NA    | -           | -     | 40,520 |       |
| Reference Books  | 10,776   |       |             |       | 10,776 |       |
| e-Books          |          |       |             |       |        |       |
| Journals         |          |       |             |       |        |       |
| e-Journals       |          |       |             |       |        |       |
| Digital Database |          |       |             |       |        |       |
| CD & Video       |          |       |             |       |        |       |

|                  |  |  |  |  |  |  |  |
|------------------|--|--|--|--|--|--|--|
| Others (specify) |  |  |  |  |  |  |  |
|------------------|--|--|--|--|--|--|--|

#### 4.4 Technology up gradation (overall)

|          | Total Computers | Computer Labs | Internet    | Browsing Centres | Computer Centres | Office | Departments | Others |
|----------|-----------------|---------------|-------------|------------------|------------------|--------|-------------|--------|
| Existing | 178             | 07            | Wifi Campus | 10               | -                | 05     | 143         | 1      |
| Added    | 12              | -             | -           | -                | -                | 02     | -           | -      |
| Total    | 190             | 07            | -           | 10               | -                | 7      | 143         | 1      |

#### 4.5 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.

#### 4.6 Amount spent on maintenance in lakhs :

|  |           |
|--|-----------|
| i) ICT                                   | 38,562    |
| ii) Campus Infrastructure and facilities | 22,42,452 |
| iii) Equipments                          | 6,12,582  |
| iv) Others                               | NA        |

**Total : 28,93,596**

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC takes feedback of students about various support services provided to them. The Academic teaching and learning subcommittee collects subject-wise feedback at the end of each semester. Stakeholder relationship subcommittee collects feedback from students at the time of passing out regarding support services like Accounts

5.2 Efforts made by the institution for tracking the progression

Students feedback was seriously given consideration, Extra classes held and remedial classes also were managed in consultation with all the Hods. All these efforts resulted into a good progression of students

| UG   | PG   | Ph. D. | Others |
|------|------|--------|--------|
| 6580 | 2445 | 72     | Nil    |

(b) No. of students outside the state

(c) No. of international students

|     |      |    |       |      |    |
|-----|------|----|-------|------|----|
| Men | No   | %  | Women | No   | %  |
|     | 7692 | 67 |       | 2942 | 33 |

| Last Year |     |     |      |                       |       | This Year |     |     |      |                       |       |
|-----------|-----|-----|------|-----------------------|-------|-----------|-----|-----|------|-----------------------|-------|
| General   | SC  | ST  | OBC  | Physically Challenged | Total | General   | SC  | ST  | OBC  | Physically Challenged | Total |
| 6506      | 921 | 224 | 5946 | 13                    | 10634 | 6638      | 802 | 201 | 6112 | 16                    | 13769 |

Demand ratio 4.3:1 Dropout % 8%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

**NIL**

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET  SET/SLET  GATE  CAT



IAS/IPS etc  State PSC  UPSC  Others

### 5.6 Details of student counselling and career guidance

The Workshops were arranged to make students aware of the career prospects and opportunities after doing their respective Graduations.

No. of students benefitted

### 5.7 Details of campus placement

| <i>On campus</i>                |                                 |                           | <i>Off Campus</i>         |
|---------------------------------|---------------------------------|---------------------------|---------------------------|
| Number of Organizations Visited | Number of Students Participated | Number of Students Placed | Number of Students Placed |
| 02                              | 272                             | 16                        |                           |

### 5.8 Details of gender sensitization programmes

There is permanent gender sensitization cell which looks after the grievances of students relating to sexual harassment and the cell is always ready for remedial measures. The cell periodically counsel's students for gender harassment related problems.

### 5.9 Students Activities

#### 5.9.1 No. of students participated in Sports, Games and other events

State/ University level  National level  International level

#### No. of students participated in cultural events

State/ University level  National level  International level

#### 5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level  National level  International level

Cultural: State/ University level

National level

International level

### 5.10 Scholarships and Financial Support

|  | Number of students | Amount |
|--|--------------------|--------|
| Financial support from institution                                   |                    |        |
| Financial support from government                                    |                    |        |
| Financial support from other sources                                 |                    |        |
| Number of students who received International/ National recognitions |                    |        |

### 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

### 5.12 No. of social initiatives undertaken by the students

NSS and NCC Students of College took initiative to become a part of campaign against dowry. Students made a human chain against dowry.

### 5.13 Major grievances of students (if any) redressed: -

Water purifier facility installed at many places

## Criterion – VI

### **6. Governance, Leadership and Management**

#### 6.1 State the Vision and Mission of the institution

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.

Vision – To create a class of intellectually morally and spiritually sound and committed citizens who will become a human resource of high calibre 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.

#### 6.2 Does the Institution has a management Information System

Complete management information system is not there. However, the college has computerized administrative office, admission office and cash section. The college plans to adopt complete management information system in near future.

#### 6.3 Quality improvement strategies adopted by the institution for each of the following:

##### 6.3.1 Curriculum Development

The college is a constituent unit of Patliputra University (Formerly Magadh University) and heirs to the curriculum prescribed by the university. However, an internal committee is there which is responsible to discover possibilities of meeting out the contemporary requirement of students in global perspective within the prescribed curricular constraint as far as possible. This committee acts as a watchdog to formulate principles and see whether the curriculum delivery is up to date and timely or not

##### 6.3.2 Teaching and Learning

Many of innovations in teaching in learning is practiced mainly in science faculties. Use of internet and smart classes and project based learning is encouraged. Feedbacks from teachers and HODs are periodically discussed and appropriate remedial steps are taken as and when required.

### 6.3.3 Examination and Evaluation

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 assess the day-to-day progress of students. A especially designed concept inventory developed by our esteemed faculties is taken help of to diagnose individual and particular weakness of students

### 6.3.4 Research and Development

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. 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.

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

Partial automation of library is there but in near future we plan to have a completely automated library, ICT and physical infrastructure.

### 6.3.6 Human Resource Management

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.

### 6.3.7 Faculty and Staff recruitment

Permanent recruitment of faculty and staff are made as per UGC guideline by specific recruiting bodies of the state Government and the man power allocation is then made to different universities. The university then fills up vacancies as reported from 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 course

6.3.8 Industry Interaction / Collaboration

Not any new.

6.3.9 Admission of Students

By introducing online admission in a few courses the transparency has been a little bit enhanced in vocational courses application are invited through newspaper advertisements and college website, followed by written tests and interview of shortlisted candidates.

6.4 Welfare schemes for

|              |   |
|--------------|---|
| Teaching     | Group Insurance, Employees welfare fund, teachers association welfare fund. |
| Non teaching | Group Insurance, Employees welfare fund,                                    |
| Students     | Poor boys funds, Minority fund, Merit Scholarship,                          |

6.5 Total corpus fund generated – 1 crore approx

6.6 Whether annual financial audit has been done    Yes     No

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

| Audit Type     | External |                                 | Internal |   |
|----------------|----------|---------------------------------|----------|---|
|                | Yes/No   | Agency                          | Yes/No   | Authority   |
| Academic       | No       | -                               | Yes      | Principal, Heads of different departments, NAAC coordinator |
| Administrative | Yes      | State Govt/ University Auditors |          |   |

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes    Yes     No

For PG Programmes      Yes       No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

The college being a constituent unit of Patliputra University is not empowered to undertake examination reforms.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

The college being a constituent unit of Patliputra University (Formerly Magadh University) adheres to the rules and regulations of University. However, some degree of academic autonomy exists in the self financing vocational courses/ Add on courses departments were new, innovative and student centric teaching and research activities have been initiated.

6.11 Activities and support from the Alumni Association

Alumnis of college (being members of 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 strength and weaknesses which they observe who in turn communicate to the IQAC for necessary action. Greening and cleaning of the campus, strengthening of the placement cell were some of the important suggestions. Which have been accepted by the college authorities.

6.12 Activities and support from the Parent – Teacher Association

Since the college commands a large student intake in its different departments, selected departments whole parent teacher association meeting 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 job. Some of the parents attend sports events, visit campus as morning walkers and keep themselves informed about college activities.

6.13 Development programmes for support staff

Regular meeting held with them

6.14 Initiatives taken by the institution to make the campus eco-friendly

Plantation drive done, concept development for water harvesting and uses of alternative sources of energy, less use of paper through gradual digitization of office work, maintenance of the numerous garden and botanical park and being a part of swachh bharat abhiyaan are some of the eco-friendly activities undertaken by this college.

## Criterion – VII

### 7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

1. Educational excursions
2. cBlood Donation camps
3. Public extension services like free clinical helps and tests.
4. Workshop by college faculties for popularization of science.

7.2 P  
be

Various feedback proforma were developed keeping in mind the perspectives of our college and on the basis of the feedback of different stakerholders the college administration took remedial steps for all suggestions

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

1. Vermicomposting and solid waste disposal
2. public extension activities (STRIDE).

***\*Provide the details in annexure (annexure need to be numbered as i, ii,iii)***

7.4 Contribution to environmental awareness / protection

1. Plantation activities and initiatives under swacchata abhiyan.
2. Students took outs rallies to promote environmental awareness amongst the public

7.5 Whether environmental audit was conducted?

Yes

No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

**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 challenged students

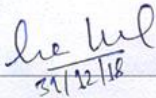
**WEAKNESS** • Paucity of fund hampering the infrastructural development • Space crunch particularly because of the urban-centric nature of the University



### 8. Plans of institution for next year

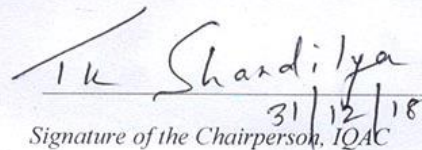
- Accumulation and synthesis of quality parameters from different stakeholders of the University in order to participate in the ranking framework of institutions at national and international levels.
- Making provisions for smart class-rooms to make teaching more interactive in nature
- Expanding the alumni network interaction both within and outside the country

*Name Prof. Jainendra Kumar*

  
31/12/18

*Signature of the Coordinator, IQAC*

*Name Prof. (Dr) Tapan Kumar Shandilya*

  
31/12/18

*Signature of the Chairperson, IQAC*

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