

## 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)

2016-17 (01 July 2016 - 30 June, 2017)

#### 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

[Principalcocaspatna@gmail.com](mailto:Principalcocaspatna@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\\_2016-17.pdf](http://www.cocaspatna.ac.in/iqac/aqar_cocas_patna_2016-17.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> )	<input type="text" value="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

Buddhism in universal perspective and its relevance in present scenario

2.14 Significant Activities and contributions made by IQAC

IQAC held its own meeting with the members of the Committee apart from separate meetings with different stakeholders of the Institution eg the faculty members, alumni, students, non-teaching staff members to discuss the ongoing academic activities and improving the overall ambience of the institution. Different meetings of the committee pondered to improve the academic standard of the College, enhance research activities, streamline financial discipline and encourage participation of students in sports and other public extension activities for their holistic development. Different faculty members participated in different outreach activities. One annual public extension activity of the College, namely "STRIDE" was organized in the campus, two blood donation camps and two community service activities under the banner of "Swachh Bharat Abhiyan" was organized in collaboration with NSS unit of the College. A future plan of action was also decided by IQAC and two faculty improvement seminar cum workshop were organised

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
Enabling institution to upgrade teaching support system with respect to technological possession	Achieved to a greater extent.
Making effort to ensure RUSA grant which was denied to our institution due to some technical	Meeting of Principal Held with appropriate authorities to find an

reasons in last financial year.	amicable solution.
Construction and renovation works in sports/indoor games complex and gymnasium.	Done
Renovation work in Administrative block.	Done
Upgradation of instrumentation facility in bio-technology department.	Done
To approach department of Science and Technology, Govt. Of Bihar for establishing a central instrumentation facility in our campus.	Proposal Submitted
To have an MOU for recycling of waste paper with Delhi Public School, Patna.	MOU signed.
To start some inhouse journals	Editorial Board formed and the process is in progress.

\* 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.

## Part – B

### 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

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
119	22	75	22	

2.2 No. of permanent faculty with Ph.D

118

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 131									
Working 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	06	16	04
Presented papers	06	16	-
Resource Persons	02	-	04

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

VLSI chip design workshop was conducted for all science department students and BCA and IT students

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

205

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

12
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2.10 Average percentage of attendance of students : 78%

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)	2220	23%	76%	1%	-	88.7%
B.Sc (H)	1980	28%	70%	2%	-	96%
B.Com (H)	2233	22%	68%	10%	-	97.8%
M.A.	1024	15%	78%	07%	-	95%
M.Sc	402	27%	71%	2%	-	97.5%
M.Com	220	29%	70%	1%	-	98.6%
Vocational Courses (Graduate)	452	35%	62%	3%	-	98%
Add-On	145	34%	60%	6%	-	96%

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

IQAC has empowered an internal curriculum monitoring committee to have regular meetings with the heads of different departments, faculty members and course coordinators in which matters regarding internal evaluation of students and their performance related issues are discussed. This committee gives consideration to the feedback of students and necessary steps are taken there upon for overall improvement.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	02
UGC – Faculty Improvement Programme	02
HRD programmes	02
Orientation programmes	0
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	03
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	16	-	-
Non-Peer Review Journals	-	05	12
e-Journals	02	-	-
Conference proceedings	12	-	
-			

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

Range 0.5 -2.5    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  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	-	-	02	-	1
Sponsoring agencies	-	-	Self	-	Self

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

3.13 No. of collaborations International  onal  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 Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	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 112/119

3.19 No. of Ph.D. awarded by faculty from the Institution : 23

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	<input type="text"/>	College forum	<input type="text" value="01"/>		
NCC	<input type="text" value="08"/>	NSS	<input type="text" value="10"/>	Any other	<input type="text" value="NONE"/>

### 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	40,830	NA	-	-	40,830	
Reference Books	10,803				10,803	

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	42,562
ii) Campus Infrastructure and facilities	18,42,452
iii) Equipments	4,13,673
iv) Others	NA

**Total : 22,98,687**

## Criterion – V

### 5. Student Support and Progression

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

Placement cell of college has been revamped to discover new opportunities for better placement of Students and make efforts for the talent of students to get expressed. Grievance cell took into consideration the student grievances and

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
7693	3210	87	Nil

(b) No. of students outside the state

(c) No. of international students

Men	No	%	Women	No	%
	7143	65		3847	35

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
6525	925	224	5946	13	13533	6638	802	201	6112	16	13769

Demand ratio 4.6:1 Dropout % 7.8%

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	<input type="text" value="08"/>	SET/SLET	<input type="text" value="02"/>	GATE	<input type="text" value="01"/>	CAT	<input type="text"/>
IAS/IPS etc	<input type="text"/>	State PSC	<input type="text"/>	UPSC	<input type="text"/>	Others	<input type="text" value="26"/>



## 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

More than six hundred

## 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
03	267	17	

## 5.8 Details of gender sensitization

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

175

National level

02

International level

None

No. of students participated in cultural events

State/ University level

58

National level

02

International level

None

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

Sports : State/ University level

05

National level

None

International level

None

Cultural: State/ University level

None

National level

None

International level

None

### 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government	75	5,21,713
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 asses 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. Blood Donation camps
3. Public extension services like free clinical helps and tests.
4. Workshop by college faculties for popularization of science.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

Renovation works were done in administrative block, law section and MBA department. Upgradation of some class rooms is in progress. Some new facilities for experimentation have been developed in science departments, renovation of some toilets have been done and a sewage system of college has been maintained. About 20 departmental seminars were held. Proposal has been sent to department of science and technology, Bihar to establish central instrumentation facility in campus. It has been decided to follow up the proposal which has already been sent to the horticulture department of the state Govt for establishing plant-tissue culture lab and polyhouse units in college.

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 out rallies to promote environmental awareness amongst the public

7.5 Whether environmental audit was conducted?      Yes       No

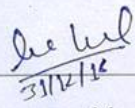
7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

The institution being situated in the heart of the Patna city lacks larger open area for extended sports facility and outdoor games. We hope the state govt. will consider to provide us land for the same. The strength of the institution as always has been its high quality teaching and a rare assemblance of highly learned faculties which is supposed to be one of the strongest in Bihar. No. of research paper published in peer reviewed journals is small but quality of research papers is highly acclaimed.

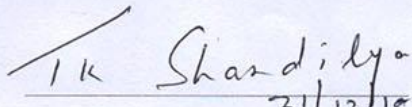
**8. Plans of institution for next year**

1. To strengthen infrastructure and optimise the teaching learning process.
2. To enrich library and do complete automation of library.
3. To subscribe new journals online and print form.
4. To automate the cash department in its full potential.
5. To modernise laboratories.
6. To strengthen feedback system and to digitize it.
7. To provide more amenities to teachers and students.
8. Organizing more numbers of seminars, workshops, conferences and symposia.
9. To completely computerize the admission process.
10. To encourage more publications in peer-reviewed journals by teachers and students.

*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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