



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		SRI R. K. MAHILA COLLEGE, GIRIDIH
Name of the head of the Institution		DR. PUSHPA SINHA
Designation		Principal (in-charge)
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		06532222594
Mobile no.		9334093631
Registered Email		rkmcollege.grd@gmail.com
Alternate Email		sinha.pushpa31@gmail.com
Address		NEW BARGANDA
City/Town		GIRIDIH
State/UT		Jharkhand
Pincode		815301
<b>2. Institutional Status</b>		

Affiliated / Constituent	Constituent
Type of Institution	Women
Location	Rural
Financial Status	state
Name of the IQAC co-ordinator/Director	DR. MADHUSREE SEN SANYAL
Phone no/Alternate Phone no.	06532222594
Mobile no.	9431174479
Registered Email	rkmcollege.grd@gmail.com
Alternate Email	madhusreesens@gmail.com

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="http://www.srirkmcollegegiridih.com">http://www.srirkmcollegegiridih.com</a>
<b>4. Whether Academic Calendar prepared during the year</b>	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="https://srirkmcollegegiridih.com/ACADEMIC%20CALENDAR.docx">https://srirkmcollegegiridih.com/ACADEMIC%20CALENDAR.docx</a>

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	2.02	2017	12-Sep-2017	11-Sep-2022

### 6. Date of Establishment of IQAC

03-Sep-2014

### 7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Special Camp organised by NSS on the occasion of NSS Day celebration	23-Jul-2019 6	144
Swachh Abhiyan by NSS	15-Apr-2019	33

	1	
Skill Development programme	24-Feb-2018 240	296
Preparation regarding submission of AQAR	20-Nov-2018 1	15
Under NSS Pandeydih village was adopted	23-Jul-2018 1	40
Promotion of Cultural Activities among students	03-Dec-2018 3	35
Blood donation camp in the college.	16-Jan-2019 1	44
Meeting of IQAC held to form different committees in the college.	12-Feb-2018 1	15
<a href="#">View File</a>		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
SRI R. K. MAHILA COLLEGE, GIRIDIH	eESTABLISHMENT OF LANGUAGE LAB	RUSA	2018 30	2916000
<a href="#">View File</a>				

<b>9. Whether composition of IQAC as per latest NAAC guidelines:</b>	Yes
Upload latest notification of formation of IQAC	<a href="#">View File</a>
<b>10. Number of IQAC meetings held during the year :</b>	4
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	<a href="#">View File</a>
<b>11. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No
<b>12. Significant contributions made by IQAC during the current year(maximum five bullets)</b>	
Conducted Student Satisfaction Survey (SSS) on teaching and learning process and analyzed the report.	

Conducted Parent-Teacher meet to analyze the education system of our college along with other problems related to the institution.

Preparation and analysis of students' database.

Language Lab was completed in the Science Block funded by RUSA.

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

Plan of Action	Achivements/Outcomes
Cultural activities to be encouraged	Participation of students in cultural activities.
Conduction of Orientation Programme	Students were made aware about CBCS curriculum.
Submission of Lesson Plan By all the Departments.	Every Depart submitted their Lesson Plan.
Reformation of different committees for the development of the college.	(i) IQAC (ii) NAAC (iii) RUSA (iv) Anti Ragging Cell (v) Sports Cultural Committee (vi) Grievance Redress Cell (vii) Campus Placement Cell (viii) Master Routine and Lecture Plan Committee (ix) Research Cell (x) Development and Planing Committee (xi) Alumni Association (xii) Admission Committee (xiii) Women Development Cell (xiv) Disability Resource Cell (xv) Purchase Committee (xvi) Building Committee (xvii) Formalizing Feedback Committee (xviii) Academic Career and Counseling Cell (xix) Management and Monitoring Committee (xx) Disciplinary Committee.

[View File](#)

**14. Whether AQAR was placed before statutory body ?**

Yes

Name of Statutory Body	Meeting Date
COMMITTEE OF IQAC	12-Dec-2018

**15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?**

Yes

Date of Visit

28-Aug-2017

16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	26-Feb-2020
17. Does the Institution have Management Information System ?	No

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

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

At the beginning of a new session, fresher have to attend orientation sessions which introduces them to the CBCS system and also make them aware of the evaluation process. The college makes an academic calendar at the start of each academic session. The students are informed about the master routine and the timing of classes. Adjustments are made according to the strength of students and teachers; and classrooms are allotted accordingly. Commerce classes and Science classes are held in the morning session. Students are informed about the classes and the dates of internal examinations on the college website. A student database format helps to categories the students according to their family income. A student's contact number and e-mail are also collected by the department. Teachers of each department maintain attendance registers and records of students' participation in seminars, quizzes, debates and cultural programmes. Students' proficiency in English is evaluated by internal assessment and quizzes and poetry-reading sessions are also organised. Students also have fun spelling contests to strengthen their writing skills in English. Teaching plans are chalked out by the teachers. Apart from chalk-talk method, teachers also use audio-visual aids in their classes. They try to engage students actively in the class by making them participants and also engage them in peer learning. Class tests are held after completion of a portion of syllabus, and sometimes surprise tests are given to gauge the performance of the students. To overcome the problems of limited time and shortage of faculty members in the CBCS system and, teachers often hand out notes and explain difficult topics to the students. Students also participate in seminars and speech competitions / debates and other competitive events. Class tests are given to test the students' preparedness for the examinations. Classes are also held during vacations to facilitate the completion of the syllabic. Post-graduate students are given extra classes to help them with the specialized courses. Feedback is taken from students by means of a questionnaire given to them and also through the counseling cell of the IQAC. Students share their problems with members of the counseling cell. The feedback given by them are analyzed and solutions are put forward to facilitate the smooth running of the institution. Parent-teacher meetings are held to identify problems faced by the students, to the discuss problems faced by the students from rural areas and also students who are learning disabled. The college aims at decreasing dropout rates by introducing skill development courses aided by Government. Alumni's feedback is also considered. The IQAC oversees the teaching process. There is also a Grievance Redress Cell which addresses problems faced by the students.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
nil	nil	Nil	Nil	nil	Nil

**1.2 – Academic Flexibility**

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
MA	Post Graduate on Hindi and History	08/08/2019
<a href="#">View File</a>		

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	nil	Nil

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

**1.3 – Curriculum Enrichment**

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Kaushal Vikash Yogna	24/02/2018	296
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1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nil	nil	Nil
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**1.4 – Feedback System**

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
Feedback is taken from students by means of a questionnaire given to them and also through the Counselling Cell of the IQAC. Students share their problems

with members of the Counselling Cell. The feedback given by them are analysed and solutions are put forward to facilitate the smooth running of the institution. Teachers also give feedback related to different academic, administrative and other affairs to the head of the institution. Members of Anti-ragging committee and Counselling Cell helps the students through class campaigns. The Grievance Cell also registers the problems faced by the students and these are addressed by discussion with the Principal. The members of the Alumni also provide feedback by their discussions with the students.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BSc	Physics Honours	40	7	4
BA	General	80	51	47
BA	Economics Honours	100	63	57
BA	Psychology Honours	40	8	5
BA	Philosophy Honours	32	13	10
BA	Political Science Honours	240	209	203
BA	History Honours	280	287	283
BA	Urdu Honours	40	36	35
BA	English Honours	120	129	120
BA	Hindi Honours	220	146	131

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### 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1076	Nil	22	Nil	22

### 2.3 – Teaching - Learning Process

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

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

22	10	2	2	3	Null
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Departments in the college manage mentoring students. ? The college has counseling hours to help the students. ? The college pays special attention to the problems faced by slow learners and first generation students. ? We motivate the intelligent students and give them directional support. ? The students are encouraged and also prepared to take on the challenges of the competitive world.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3494	22	1:159

## 2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
26	9	17	13	17

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

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

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	Honours and General	Semester-VI	08/06/2019	13/08/2019
BCom	Honours and General	Semester - VI	08/06/2019	03/08/2019
BSc	Honours and General	Semester-VI	08/06/2019	03/08/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

? Students are asked questions at the end of each lecture session to evaluate their grasping powers. ? Students are divided into groups and each group is given questions to answer. The group which scores the highest marks wins. Thus a sense of competition is inculcated and a desire to do well. ? Students are asked to prepare and submit project reports for science and commerce classes. ? Departmental seminars are held. ? English department girls are given spelling tests to improve their writing skills. ? Students of literature are asked to

prepare dissertations on poets and authors . ? Students are encouraged to attain e-lectures available on websites of esteemed institutions. ? Quizzes and debates are arranged by some departments. ? Freshers have to attend an Orientation Programme. ? Students also prepare questions based on the syllabus. ? Students have to give importance speeches in class.

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

? The college is a constituent unit of the Vinoba Bhave University, Hazaribag. The college follows the CBCS system of examinations. Exams are held semester wise, with Internal markings of 20, and 80 for the external exams. The students are informed about the exams through notices written on the Notice Board and college website. ? Each department conducts internal assessment of the students and the marks are duly sent to the university. .

## 2.6 – Student Performance and Learning Outcomes

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

<https://srirkmcollegegiridih.com/program-and-course-outcome.html>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
Honours	BSc	Physics	9	9	100.00
General	BA	General course	6	6	100.00
Honours	BA	Urdu	61	51	83.60
Honours	BA	Psychology	14	12	85.71
Honours	BA	Political Science	109	85	77.98
Honours	BA	Philosophy	17	15	88.23
Honours	BA	Hindi	131	101	77.09
Honours	BA	History	162	120	74.07
Honours	BA	Economics	58	55	94.82
Honours	BA	English	81	74	91.35

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## 2.7 – Student Satisfaction Survey

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

<https://srirkmcollegegiridih.com/sss.html>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year

No Data Entered/Not Applicable !!!

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### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
AIDS Awareness	IQAC	18/07/2018
Financial Inculsion Awareness by NABARD	IQAC	05/09/2018
Youth Parliament	IQAC	12/09/2018
NSS Day	NSS Unit	24/09/2018
Seminar on Mahila Sasaktikaran	IQAC	28/11/2018
Career Path Finders	Abhivvyakti Foundation	13/12/2018
Bhasa Diwas	Department of Hindi	20/02/2019
Seminar on Swachh Bharat Abhiyan	NSS Unit	04/04/2019
Motivation cum Career Counselling by Chanayaka IAS Academy	NSS Unit	06/09/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
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### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

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

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Department of Hindi	1
Department of Urdu	8
Department of Bengali	1
<a href="#">View File</a>	

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

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

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

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

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

Number of Faculty	International	National	State	Local
No Data Entered/Not Applicable !!!				
No file uploaded.				

**3.4 – Extension Activities**

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Blood Donation Camp	NSS with Red Cross Society	5	53
Blood donation camp	NSS with Shrey Club, NGO Giridih	8	26
Ek Bharat Shrestha Bharat - NSS Camp	Vinoba Bhave University, Hazaribag	2	2
Swachha Bharat Abhiyan	NSS Unit	4	45
Vote for Run	Red Cross	2	22
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies

during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Inter college Youth Festival JHOOMAR	3	Vinoba Bhave University, Hazaribag	6
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Gender Issues	IQAC Cell	Seminar on female foeticide	2	197
Voting Awareness	NSS Unit	Rally for voting awareness	14	203
Swachh Bharat	NSS Unit	Cleanliness	5	36
No file uploaded.				

### 3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Govt. of Jharkhand	Skill Development Programme	Dept. of Technical, Higher Education and skill Development	24/02/2018	24/10/2018	296
<a href="#">View File</a>					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			

No file uploaded.

## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
<b>No Data Entered/Not Applicable !!!</b>	

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Seminar halls with ICT facilities	Newly Added
Seminar Halls	Newly Added
Laboratories	Newly Added
Class rooms	Existing
Campus Area	Existing
No file uploaded.	

### 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
KOHA	Partially	16.11.09	2018

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	17409	3003477	Nil	Nil	17409	3003477
Journals	26	29087	164	Nil	190	29087
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
<b>No Data Entered/Not Applicable !!!</b>			
No file uploaded.			

### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	18	1	2	1	1	1	14	100	0
Added	12	1	1	1	1	1	0	0	0

Total	30	2	3	2	2	2	14	100	0
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4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS/ GBPS

4.3.3 – Facility for e-content

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

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
1971088	2000000	2577440	2422439

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

1. Construction, maintenance and repairing of academic buildings, library, classrooms, electrical appliances and other physical infrastructure of Sri R. K. mahila college, Giridih is done by the BCD Division and JSEB (Electrical), Government of Jharkhand. Principal intimates the construction, maintenance and repairing related requirements, as and when required to the respective departments of Government of Jharkhand. 2. The college receives grant from HRD UGC under plan head and non-plan head. Plan head mentions the assigned budget for procurement of different items which include chemicals and glassware, books journals, equipment and contingency. Under non plan head, maintenance and security of physical infrastructure is also done, such as telephone services, security guard, office expenses, travelling allowances, CCTV surveillance and some extent for maintenance of equipment, computers and other items. 3. While purchasing an equipment from any fund, it is always ensured that the installation charges and maintenance charges (within warranty period) are provided by the company, which delivers the equipment, Such clause is inserted in the work order of the equipment. 4. Portion of the fund received under RUSA scheme has been utilized for up gradation and repairing of the existing laboratories and other existing infrastructure along with set up a new language lab.

<https://www.srirkmcollegegiridih.com/notice.php?id=2>

### CRITERION V – STUDENT SUPPORT AND PROGRESSION

#### 5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Welfare Department , Government of Jharkhand (E-Kalyan)	144	Nil
Financial Support from Other Sources			

a) National	0	Nil	Nil
b) International	0	Nil	Nil
No file uploaded.			

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Yoga Practice	06/06/2018	25	Patanjali Mahila Yoga Samiti, Giridih
Personal Counselling	05/09/2018	66	Teachers and Counseling Cell of the college
No file uploaded.			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Departmental mentoring activities related to guiding and counselling students regarding career	79	35	12	8
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
7	6	120

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.					

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	79	B.A	Hindi and History Honours	SRI R. K. MAHILA COLLEGE, GIRIDIH	PG
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	2
No file uploaded.	

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

Activity	Level	Number of Participants
Kho-kho organised by college on December 2018	college level	25
Badminton Tournament held at Indoor Stadium, Giridih from 23.11.2018 to 25.11.2018	District level	4
Cultural Program at Farewell meet of Sem-VI students on 04.08.2018	College level	16
Cultural Activities related to Inter College Youth Festival JHOOMAR	Inter College level	35
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### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The Students Union of the College is an elected body, which makes sure that students face no problems in the college. The Students Union also steps in to co-operate with the faculty and helps in ensuring the overall development of the college. The Students Union helps the teachers in organizing important days like Vivekanand Jayanti, Republic Day, Independence Day, Netajis Birthday etc. Students participate with enthusiasm in the observance of these days. College Day is celebrated every year on 1st August. The students are enlightened about the important facts of the beginnings of the college. They are informed about the proud heritage of the college grounds and buildings being donated by the

widow of the great scientist and statistician P. C. Mohalanobis.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

18

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Every year the college administration organized a alumni meet to the support of college Alumni Association named ARKMOG (association of college old girls) and by IQAC. The members of college alumni association plays a supportive roll to conduct the Alumni meet. The ARKMOG was formed on 18.12.2015. The Alumni meeting was first held on 20.12.2015. Miss Shamma Parween was nominated President and the Vice President was Miss Kavita Prasad. Miss Rachna Sharma was nominated the Secretary and Mrs. Chanchal Bhadani, Miss Molly Mitra and Miss Divya Sandilya were executive members. The Alumni association is a significant part of the IQAC cell. They have held awareness seminars, street shows on female foeticide and Yoga sessions. The college tries to register the alumni association.

### CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 – Institutional Vision and Leadership

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

The institute has the mechanism of providing operational autonomy to various office holders in order to ensure a decentralized governance system. 1. Principal level The principal is the head of the institution and chairperson of the IQAC. The principal nominates different committees for the efficient running of the administration. All academic and operational policies are based on the unanimous decision of the respective committees and guide lines decided by the University. Non-teaching staff are also involved while making policies or taking important decision. 2. Faculty Level Faculty members are made Co-ordinators of different committees/cells. The committees ensure the smooth running of the duties of the said cells. 3. Student Level The Student's Union is headed by the General Secretary who is elected by the students. The Union also helps the different committees of the college by offering their help when needed. 4. Non-teaching Staff Level The non-teaching staffs are also members of some committees such as Building Committee, Purchase Committee and Sports and Cultural Committee. 5. Participative management The institution promotes the culture of participative management at the strategies level, functional level and operational level. ? Strategic level: The principal, teachers' council and the IQAC are involved in defining policies procedures, framing guidelines and rules regulations pertaining to admission, examination, discipline, grievances, support services finance etc. ? Functional Level: Faculty members share knowledge among themselves, students and staff members while working for a committee. IQAC monitors the overall functionalities of the different committees. ? Operational Level: Principal interacts with government and university officials for the execution of different academic, administrative, extension related and extracurricular activities. Students and office staff

join hands in support of execution of the plans for the development of the college.

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

Partial

## 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	The admission process of 2018-19 was partly online through Chancellor Portal. After that they have to present physically to take admission on college. Admission of students commenced in May 2019 for 2019-20 after declaration of results of 102 examinations by different boards and the first merit list was prepared according to the merit index online. Fully online admission system from application has ensured a transparent process and students have been admitted on the basis of merit.
Industry Interaction / Collaboration	In the current academic year faculty members are trying to collaborate with national and international eminent academicians and researchers and should published research papers .
Human Resource Management	<ol style="list-style-type: none"> <li>1. Students are encouraged to participate in seminars, special lectures, field tours, quiz, debate etc to increase their skill and experience.</li> <li>2. Faculty members are encouraged to participate in training, workshops and staff development programmes.</li> </ol>
Library, ICT and Physical Infrastructure / Instrumentation	As a post NAAC initiative, the college has encouraged the use of ICT based techniques of study by arts departments. Computers have been allotted to different departments from the RUSA fund. The physical infrastructure has also received sincere attention from the college authority. Renovation and Upgradation of laboratories, subscribing journals for the library, waiting room construction, purchase of new computers, printers etc have been proposed in the DPR of RUSA scheme and is under process in the current academic year.
Research and Development	Encouraging faculty members to undertake major and minor research projects and disbursement of received research funds for purchase of items

	without delay.
Examination and Evaluation	Semester examinations are conducted by the affiliating university. College conducts internal assessment of students according to the university guidelines. Class tests/surprise tests, student seminars, interactive sessions, practical examinations, debates etc. are conducted by departments to evaluate the students. Examination sub-committees and tabulation sub-committees play their effective implementation of evaluation reforms of the university.
Teaching and Learning	1. Improvement of computer aided methods of teaching and learning : IQAC organized the workshop on development and uploading of E-content. 2. Special lecture organized by Department of History, Economics, English and Mathematics. 3. Laboratory renovation, set up a new language Lab from RUSA fund.
Curriculum Development	Curriculum designing and development is decided by the affiliating University. Principal and faculty members interact with the university and provide their views related to curriculum development.

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

E-governance area	Details
Planning and Development	1. College has proposed complete office automation. Office automation will include students database, faculty and staff database, feedback system etc. 2. Library automation has been initiated by the use of KOHA software.
Administration	1. Notices and circulars are uploaded in the college website and communicated to different departments through notices, social sites from the office of the Principal. 2. College has proposed complete office automation in the DPR of RUSA scheme. 3. Each and every IQAC notice is circulated by the coordinator himself to the every departments.
Finance and Accounts	1. Receipt of admission fees is completely recorded. 2. Salary of faculty members and staff is transferred directly to the bank account. 3. Payment for the work orders is done through Cheques according to government guidelines. 3. E-tender is notified as per the government

	guidelines for purchase of items.
Student Admission and Support	1. Applications are submitted for admission to different courses through the online admission portal name Chancellor Portal. 2. Merit list is prepared and uploaded by fully computerized system.
Examination	After Evaluation the result published by the university through the website. faculty members of the college sent thir evaluation report of internal examination through OMR sheet sent by the university in online.

### 6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
<b>No Data Entered/Not Applicable !!!</b>				
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
<b>No Data Entered/Not Applicable !!!</b>						
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
<b>No Data Entered/Not Applicable !!!</b>				
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
12	10	12	8

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students

Nil	Nil	E-kalyan and National Scholarship
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#### 6.4 – Financial Management and Resource Mobilization

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

The institution is a government institution. Financial audit is conducted by Accountants General (AG), Jharkhand, Government of Jharkhand and the frequency of audit is once in three years.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	0	0
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6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

#### 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	NAAC (2017)	No	N/A
Administrative	Yes	NAAC (2017)	No	N/A

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

1. The teachers often interact with the parents of students during meetings. New suggestions are exchanged about the development of the college. 2. Often teachers are faced with problems of girl students in this rural area. Early marriage, dowry and abuse at the in-laws places are delicate problems which are often addressed by teachers in consultation with the parents. 3. Sometimes girl students are unnecessarily burdened with house work thus neglecting academic assignments. Teachers then have to make parents aware of the importance of studies and ensure proper attendance.

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

No Data Entered/Not Applicable !!!

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

1. The institution had communicated about the shortage of faculty members in different departments. Affiliating university has filled some of the vacant positions in the academic session 2018-19 through appointments/ joining on transfer of permanent teachers along with some contractual teachers. 2. All arts departments have been provided new computers and printers to increase the use of ICT enabled teaching and learning. Computer aided methods are now used of the departments to deliver lectures. 3. College is set up a new Language Lab for students and proposes for new smart classrooms to develop teaching and learning process. 4. Proposal for improvement of wash room facilities for students has been sent by the college. Special attention of was rooms is for differently abled students.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Reformation of different committees for the development of the college	12/02/2018	12/02/2018	13/12/2018	15
2018	Pending applications for promotion of regular and permanent teachers were forwarded to the University	13/06/2018	13/06/2018	13/06/2018	11
2018	Special camp by NSS organised at Pandeydih - a village adopted by NSS	23/07/2018	23/07/2018	29/07/2018	42
2018	International Yoga Day observed by teachers and students of the college	21/06/2018	21/06/2018	21/06/2018	105
2018	Blood doanation camp held in college campus	07/02/2018	07/02/2018	07/02/2018	72
2019	International Yoga day celebration	21/06/2019	21/06/2019	21/06/2019	69
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**CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**

**7.1 – Institutional Values and Social Responsibilities**

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
International Women's Day	08/03/2019	09/03/2019	173	Nil

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

Percentage of power requirement of the University met by the renewable energy sources
Environmental consciousness and sustainability/ Alternate Energy initiative such as : 1. Percentage of power requirement of the college met by the renewable energy sources. 2. Tree-plantation campaign by NSS volunteers to create an awareness to preserve and promote greenery in the campus, on World Environment Day - June 5. 3. On the same day a seminar was held to discuss the problems of deforestation and how to improve our environment by afforestation.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	3
Provision for lift	No	Nil
Ramp/Rails	Yes	3
Braille Software/facilities	No	Nil
Rest Rooms	Yes	3
Scribes for examination	Yes	3
Special skill development for differently abled students	No	Nil
Any other similar facility	No	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	23/07/2018	3	Adopting of a local village by NSS	1. Promoting literacy. 2. Promoting environmental awareness and waste management	32

						t and cle anliness of the village
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
<b>No Data Entered/Not Applicable !!!</b>		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Vivekanand Jayanti - observed as Youth Day to promote values and ethics of Swami Vivekananda	12/02/2018	12/02/2018	179
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Tree plantation programmes are organized by NSS unit of the college. 2. The campus is often cleaned by the NSS volunteers. 3. To initiate a plastic-free zone, a campaign took place to make students aware of the hazards of plastic. 4. RO System installed to provide pure drinking water for students. 5. Hoardings in the campus prohibit the use of tobacco. Hazards of smoking and chewing tobacco are highlighted through posters.

**7.2 – Best Practices**

7.2.1 – Describe at least two institutional best practices

1. Application of Outcome Based Education Methods Our college has adopted CBCS syllabus. To make it more effective our faculty members upload the outcome of their courses in the website which enable the learners to decide what course they should opt. This gives them opportunity to decide about their future career. The practice ? Classroom lectures are designed in such a way where student’s participation is ensured. ? We encourage peer learning, mutual cooperation among students. ? We encourage our students towards self-reliance and independence, so that they develop in well adjusted personality. ? Literary, activities: Debates, essay compositions, quizzes, elocution contests take place to make the students well informed and articulate. 2. Reaching out: Consolidating Ties with the Community NSS unit of our college helps to cultivate a sense of social responsibility in the students and inspire community work. This entails taking teaching beyond books and text and bringing it closer to contact. The practice NSS unit of our College has adopted a village “Pandeydih” on 23.07.2018. NSS participates in a wide range of activities at the college and surrounding areas. This range from cleanliness programmes, literary campaigns, blood donation camp, special camps, seminars, nukkad natak observance of important days. 3. Promoting Eco-friendly Environment We also inculcate sensitivity and responsibility towards environment in our students. To make the campus eco-friendly, the college maintains ornamental gardens, conserve water through water harvesting.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

### 7.3 – Institutional Distinctiveness

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

Distinctive to its vision This institution, along with the vast grounds and buildings, were donated by Rani Mahalanobis, widow of P.C. Mahalanobis. She donated the building for the specific purpose of educating women from this rural area, and making them well-informed and intellectually aware. The college strives to uplift the rural girl students by imparting free education. The students are also made aware of the rich heritage of the college. The faculty tries to acquaint the students with the great Prasanta Chandra Mahalanobis, the Indian Scientist and Statistician, who is best remembered for the "Mahalanobis Distance". The college faculty realizes that empowering the downtrodden and backward women can help to awaken them from their somnolent state. Girl students study for graduation and more recently, for post graduation courses following syllabi set by the Vinoba Bhave University. In addition to courses to study students are trained for cultural activities thus preparing them for participation in Youth Festivals. Since past few years, seminars have been held at intervals to raise the level of knowledge and awareness in various aspects of life. Women Empowerment Seminars introduce the girls to the existing laws for protection of women self-defence practices awareness of environmental issues, etc. Go-Green campaigns take place to plant saplings and save and improve the water-table. The girls are schooled thus and hence the dream that Rani Mahalanobis dreamt, is slowly but surely coming true.

Provide the weblink of the institution

<https://srirkmcollegegiridih.com/INSTITUTIONAL-DISTINCTIVENESS.pdf>

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

1. Inauguration of Language Lab which has been set up in the premises of the Science Block of the College.
2. Starting of Post graduation studies in Hindi and History to facilitate Higher education for the girl students. To request Vinoba Bhave University, Hazaribag for enhance other subject course in Post Graduate.
3. Organizing seminars, workshops in the college by external agencies.
4. Promoting student participation in cultural activities by Music Club Tarang of College.
5. Organizing student participation in co-curricular activities like debates, elocution, quiz and poetry reading competition.
6. Encouraging students to join the Skill Development Programme.
7. Motivating faculty members to complete their doctoral degrees and to pursue research activities and also publish articles in journals.
8. Increasing the number of environment friendly initiatives by NSS and ensuring participation of maximum students.
9. Construction of Rain-water harvesting in the Science Block of the college.
10. Feedback system to be upgraded for the benefit of students from the academic session 2019-2020, which will be analyzed by the Grievance Cell.
11. Promoting physical fitness activities like Yoga in the college.
12. Organizing Career Counselling and Placement help for the students. The college plans to get skilled professionals to help out with interactive sessions with the students.
13. Modifying the existing toilet for the differently abled students.
14. Re-arrangement of Health Check-up Centre.
15. Promoting overall college development by the suggestions of the faculty.