

IQAC Submission

Academic Year to which AQAR has to be submitted : 2017-2018



Yearly Status Report - 2017-2018

Part A	
Data of the Institution	
1. Name of the Institution	DEOGHAR COLLEGE
Name of the head of the Institution	Dr. BASANT KUMAR GUPTA
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	06432222389
Mobile no.	7004817175
Registered Email	deogharcollege12@gmail.com
Alternate Email	singhmaheshkumar6@gmail.com

Address	CIRCULAR ROAD, JATAHI
City/Town	DEOGHAR
State/UT	Jharkhand
Pincode	814113
2. Institutional Status	
Affiliated / Constituent	Constituent
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. MAHESH KUMAR SINGH
Phone no/Alternate Phone no.	06432222389
Mobile no.	9431310975
Registered Email	deogharcollege12@gmail.com
Alternate Email	singhmaheshkumar6@gmail.com
3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	https://www.deogharcollegedeoghar.com (https://www.deogharcollegedeoghar.com)
4. Whether Academic Calendar prepared during the year	No

5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.30	2015	01-May-2015	30-Apr-2021
6. Date of Establishment of IQAC			01-Nov-2013		
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	
No Data Entered/Not Applicable!!!					
No Files Uploaded !!!					
8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.					
Institution/Department/Faculty		Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!					
No Files Uploaded !!!					
9. Whether composition of IQAC as per latest NAAC guidelines:			No		
Upload latest notification of formation of IQAC			No Files Uploaded !!!		
10. Number of IQAC meetings held during the year :			2		
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website			No		
Upload the minutes of meeting and action taken report			No Files Uploaded !!!		

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
12. Significant contributions made by IQAC during the current year(maximum five bullets)	
1. TISS 2. Basic Computer Learning Course 3. MOU with IIT Mumbai 4. Student Activity Centre, Deoghar, 5. Mission for clean and green campus	
<p>View File (https://assessmentonline.naac.gov.in/public/Postacc/Contribution/19360_Contribution.xlsx) </p>	
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
e. Facilitated plantation drive in our institution to meet the objectives of the mission for Clean and Green Campus	The college achieved a lot in its mission as the campus looks a lot more greener and an environment friendly atmosphere has been created in the campus
d. Supported the activity related to the by-laws for the SAP	Positive Outcomes
c. Encouraged for the participation of students to join the learning activity course with IIT Mumbai	The placement drive was successful as remarkable number of students got placed in various companies
b. Encouraged for the participation of students to join the learning activity course with IIT Mumbai	The students had a rich experience by participating int he learning course
Invited Participation of all the faculty members in the programmes/meetings of TISS/	Positive Ouytcomes
<p>View File (https://assessmentonline.naac.gov.in/public/Postacc/Quality/19360_Quality.xlsx)</p>	
14. Whether AQAR was placed before statutory body ?	No

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	No
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

Deoghar College of Arts & Science has a well-organized system for curriculum delivery and do planning is done before the start of academic year and every department contributes to the prep calendar. Distribution of workload and preparation of time table is done in advance by every de receives the individual time table along with exam schedules. All the departments are involved co - curricular and extracurricular events to enrich the learning process.. All departmental activities are uploaded online to facilitate effective documentation. This process is smooth: report committee and website committee. The special feature of our institution is that all tea activities and lectures conducted in their diary. Every department maintains a compensation re of the lectures missed and compensated is maintained. Teachers also retain portion/syllabus co that 100% syllabus is covered. Syllabus is uploaded on the website to familiarize students and All the new students and their wards are oriented to the college in the beginning of the acad ensures gearing every student for effective transaction of knowledge. Our institution believ students by adopting learner centric approaches. We have remedial teaching and bridge courses t the syllabus and additional credit programme for the advanced learners. Though syllabus is: university, teachers use innovative method for better delivery of curriculum transaction. Sc equipped with microphone, LCD projector, and black boards. Use of audio visual aids and presentations, group discussions in classroom enrich the learning experience. Every depart innovative methods to facilitate the process of teaching and learning. The institution has a w with the latest books required for curriculum delivery. Teachers coordinate with the libra requirements and ensuring that the list of books needed for their subjects are available for th motivated to visit library and five departments i.e. Physics, Chemistry, and Mathematics have library where students have access to books and journals. Our teachers are a part of the univer members and 6 teachers are syllabus revision committee members who ensure that the syllabus requirements of industry. Many teachers are paper setters too. Institution encourages all tea revision workshop and other FDP programmes to update themselves and ensure effective curr: Institution also has Internal Academic Audit at the end of every academic year which helps to and effective quality assurance mechanisms regarding curriculum planning and delivery are app inputs and consequently quality outputs and suggest improvement measures wherever

1.1.2 - Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship
No Data Entered/Not Applicable !!!				

1.2 - Academic Flexibility

1.2.1 - New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dat
No Data Entered/Not Applicable !!!		

No file uploaded.

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/E
No Data Entered/Not Applicable !!!		

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

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

1.3 - Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Stuc
No Data Entered/Not Applicable !!!		

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1.3.2 - Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Pro
No Data Entered/Not Applicable !!!		

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1.4 - Feedback System

1.4.1 - Whether structured feedback received from all the stakeholders.

Students	
Teachers	
Employers	
Alumni	
Parents	

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

Feedback Obtained**NA****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	Nu
BA	ENGLISH/HINDI/SANSKRIT/HISTORY/POL.SCIENCE/ECONOMICS/PHILOSOPHY	2805	
BSc	Maths, Physics, Chemistry, Zoology, Botany	766	
MA	English, Hindi, Sanskrit, Philosophy, History, political Science, Economics	853	
MSc	Maths, Physics, Chemistry, Zoology, Botany	261	

View File (https://assessmentonline.naac.gov.in/public/Postacc/Demand_ratio/19360_Demand_ra)

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
2017	3571	1114	26	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. (cu**

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
24	4	2	2	2

View File of ICT Tools and resources

(https://assessmentonline.naac.gov.in/public/Postacc/ict_tools/19360_ict_tools_1646)

View File of E-resources and techniques used

(https://assessmentonline.naac.gov.in/public/Postacc/e_resource/19360_e_resource_164)

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

Number of students enrolled in the institution	Number of fulltime teachers
No Data Entered/Not Applicable !!!	

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
58	24	34	0

2.4.2 - Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level 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, recognition
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No Data Entered/Not Applicable !!!

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2.5 - Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester
MSc	NILL	SEMIV/2018	03/10/2018	07/10/2018
MA	NILL	SEM-IV/2018	03/10/2018	07/10/2018
BSc	NILL	SEMVI/2018	01/11/2018	03/01/2019
BA	NILL	SEM-VI/2018	01/11/2018	03/01/2019

View File (https://assessmentonline.naac.gov.in/public/Postacc/Evaluation/19360_Evaluation)

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

No Data Entered/Not Applicable !!!

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

The Academic Calendar is prepared by University at the beginning of each year after the Principal with IQAC, HODs and Coordinators, Examination Committee, Intra collegiate Festival Committee members. The academic calendar prepared for 2019 20 displayed the dates for our annual Festival, Talantia, Annual Day, Sports Day, and presentations by all Departments and Committees Audit. The main purpose of fixing these dates in advance is to enable the departments to plan their programmes and events. It also helps the students to plan their academic and extracurricular activities. The dates were decided by the University of Dumka and intimated to the colleges, which was incorporated in the calendar as and when provided. Since the University of Dumka conducted the semester end examinations in 201920, the College was obliged to follow these dates for examinations. The dates for U.G P.G, which are mandatory, are decided well in advance and displayed on the notice board followed for both the terms. After every examination, the last date for submission of mark sheet after the declaration of results, the dates are fixed for revaluation and communicated to the students. The dates for submission of mark sheet has proved to be a very good method to ensure that the results are submitted by the stipulated time given by 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 on the institution website (to provide the weblink)

<https://deogharcollegedeoghar.com/NAAC/outcomes%20NAAC-01292021133528.pdf>
(<https://deogharcollegedeoghar.com/NAAC/outcomes%20NAAC-01292021133528.pdf>)

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
NILL	MSc	MATHS/PHYSICS/CHEMISTRY/ZOOLOGY/BOTANY	234	
NILL	MA	ENGLISH/HINDI/HISTORY/POL. SCIENCE/ECO/PHILOSOPHY	790	
NILL	BSc	MATHS/PHYSICS/CHEMISTRY/ZOOLOGY/BOTANY	644	
NILL:	BA	ENGLISH/HINDI/HISTORY/POL. SCIENCE/ECO/PHILOSOPHY	2650	

[View File \(https://assessmentonline.naac.gov.in/public/Postacc/Pass_percentage/19360_Pass_perce](https://assessmentonline.naac.gov.in/public/Postacc/Pass_percentage/19360_Pass_perce)

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details are available on the institution website)

<https://deogharcollegedeoghar.com/NAAC/SSR%20Report%202019-20.pdf>

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
No Data Entered/Not Applicable !!!				

No file uploaded.

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.
NILL	NILL

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
NILL	NILL	NILL	

No file uploaded.

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up
00	NILL	NILL	NILL	NILL

No file uploaded.

3.3 - Research Publications and Awards**3.3.1 - Incentive to the teachers who receive recognition/awards**

State	National	International
6	4	0

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

Name of the Department	Number of PhD's Awarded
NILL	0

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

Type	Department	Number of Publication	Average Impact Fa
	NILL	0	0

No file uploaded.

3.3.4 - Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Tea

Department	Number of Publication
NILL	0

No file uploaded.

3.3.5 - Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or P

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Numb
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 affiliat
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
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 Or 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 stud
No Data Entered/Not Applicable !!!			

No file uploaded.

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of
No Data Entered/Not Applicable !!!			

No file uploaded.

3.4.3 - Students participating in extension activities with Government Organisations, Non-Government Organisations and program Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of participated activities
Voter Awareness	NSS unit of Deogahr College ,Deogahr	Voter Awareness Survey and Registration awareness 20 sept to 23 oct 2017	6
Traffic Rules And Road Safty Awareness	NCC unit of Deogahr College ,Deogahr	Traffic Rules and Road Safty awareness drive on January,2018	4
Blood Donation Awareness Camp	NSS unit of Deogahr College ,Deogahr	Blood Donation Camp, Collaboration with red Crosse Society Blood Bank, 29 April 2018	8
Aids Awareness Week	NSS unit of Deogahr College ,Deogahr	Campaign regarding aids HIV 15 November 2017 To 21 November 2017	7
Enviromental Awareness	NSS unit of Deogahr College ,Deogahr	Compin regarding Enviroment awareness 21 june 2018	12

View File

(https://assessmentonline.naac.gov.in/public/Postacc/Students_in_extension/19360_Students_in_ex)

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
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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration
No Data Entered/Not Applicable !!!			

No file uploaded.

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated
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 augmentation
0	0

4.1.2 - Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	

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
rfid	Partially	3.6

4.2.2 - Library Services

Library Service Type	Existing	Newly Added	Total
Text Books	34194	7700000	0
		0	3419

No file uploaded.

4.2.3 - E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MC other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platformon which module is developed	Date of lau
NIL	NIL	NIL	

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
Existing	47	1	47	1	1	20	15	
Added	0	0	0	0	0	0	0	
Total	47	1	47	1	1	20	15	

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

200 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 re
NIL	()

4.4 - Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure ir
335000	335000	0	

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

The College runs in one shift and hence all the infrastructure facilities such as classrooms, common amenities like girls' common room, and outdoor game facilities etc. are utilized optimal.

Visual room is available for college programs. Library shall cater to the academic and cocur students and staff ? Library shall help its users to locate, select and acquire the information and Students can access the Library facilities and can borrow books, ? Magazines, periodicals, per the rules for each category ? Library shall be accessible to the ex-students after formal charges as stipulated from time to time. ? Laboratory: The maintenance of the laboratory is ma Assistant under the supervision of the HOD. They are required to maintain an inventory of the e

Annual Stock checking and withdrawal. Repairs and maintenance are handled as per the common p General Maintenance: The office maintains register(s) to record the complaints related to AC, plumbing, electrical work etc. Depending upon the nature of the complaints, the majority of th inhouse staff. If required, the experts from outside agencies are called. Annual Maintenance Co AC, Pest Control, Water Purification and Coolers. IT Infrastructure: ? Each year, the IT support

preventive maintenance (such as servicing, cleaning, formatting, updating antivirus software etc

The problems faced by the department and staff members should be reported to the principal off:

solved. ? Deoghar college Sports ground and auditorium are common for all educational and so Institute has to plan their activities in advance and book the place. The entire procedure of Deoghar College office. Students are not allowed to use outdoor sports facility while his/her sessions are in progress. Cultural facilities shallnot be provided during the examin:

<https://deogharcollegedeoghar.com/NAAC/COLLEGE%20POLICIES.pdf> (<https://deogharcollegedeoghar.com/NAAC/COLLE>

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
Financial Support from institution	NIL	0
Financial Support from Other Sources		
a) National	NIL	0
b) International	NIL	0

No file uploaded.

5.1.2 - Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled
COMPETITIVE EXAM CHOACHING	17/11/2017	125
REMIDRAL CLASSES FOR WEAK STUDENTS	15/07/2017	250
CARRIER COUNCELLING	05/07/2017	350

View File

(https://assessmentonline.naac.gov.in/public/Postacc/Development_Schemes/19360_Development_Sc)

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 completed exam
2017	COM-EX	90	0	5
2017	REMDIAL	210	0	40
2017	CAREER COUNSELLING	320	0	10

View File (https://assessmentonline.naac.gov.in/public/Postacc/Guidance/19360_Guidance)

5.1.4 - Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging

Total grievances received	Number of grievances redressed	Avg. number of days for redressal
0	0	0

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 placed
No Data Entered/Not Applicable !!!				

No file uploaded.

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined
2017	1179	BA/BSc		

No file uploaded.

5.2.3 - Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAI Government Services)

Items	Number of students selected/ qualifying
NET	8

No file uploaded.

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

Activity	Level	Number of Pa
CRICKET	INTER COLLEGE	120

No file uploaded.

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student
2017	NIL				0

No file uploaded.

5.3.2 - Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (m

NIL

5.4 - Alumni Engagement

5.4.1 - Whether the institution has registered Alumni Association?

No

5.4.2 - No. of enrolled Alumni:

0

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

0

5.4.4 - Meetings/activities organized by Alumni Association :

0

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)

Internal Decentralization: One student as the member of the Development committee of the institute board of the college Magazine. The Principal is given freedom to plan academic and administrative smooth conduct and continuous progress of the college both for the Teaching and Non teaching functioning. • IQAC has the freedom to formulate quality policies and its implementation discussed in several meetings conducted in the year. • HODs and Coordinators of Departments have the freedom to finalize and shape activities in view of the available resources by conducting department meetings: Drawing participatory action plans, implementation and reflection on the same for the year under the leadership of the Convener. • Staff Meetings: A large number of issues are discussed during these meetings giving the scope for collective thinking and decision making. • Faculty members have contributed to internalizing quality policy due to openness in working at all levels and free access to the Principal.

Participative Management : The college follows the principle of Participatory Management. The defining, allocating and sharing of responsibilities happen concomitantly in the meetings conducted at various levels as listed below:

Interaction with parents: The teachers interact with parents in Orientation Programs, Principal follows up with defaulters in attendance, interact with parents of meritorious students during prize distribution.

Interaction with employers: Ideas drawn from external interactions by faculty members with employers during activities and industrial visits is shared for future planning of activities/courses. • **Interaction with external agencies:** Faculty members participating in various activities like seminars, orientation programs, conferences, courses, universities, committee meetings etc. share their experiences/ ideas to continuously improve the quality in our functioning.

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

No

6.2 - Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	As per the S.K.M.U directives, The Principal of the college along with the admission process. The students are guided to opt for right choice of subject at the time of admission.
Human Resource Management	All human resources available within the College is deployed and engaged according to their abilities. Maintenance of Grievance Redressal Cell, Anti Ragging Committee, Sexual Harassment Cell.
Library, ICT and Physical Infrastructure / Instrumentation	The College library has enabled with subject wise arrangement of books below departments. Besides, this the personal library at the individual faculty. All the faculty members are provided with internet facility for use of students and faculty. New books are acquired as per requirement at teaching learning process. ITC : Usage of teaching and learning management systems are installed in Audio visual Room and conference Hall. Procurement of more LCD projectors for the same purpose. Physical infrastructure more fans were installed and the conventional blackboards were replaced with whiteboards, a water cooler was procured.
Research and Development	To enhance the teaching quality the teaching faculty were constantly motivated to engage in research. As per the rule of UGC, fulfill at the research activity all the development projects were completed successfully. Encouraging faculties to take Ph.D.
Examination and Evaluation	The College follows the semester system as per the directives of the Sido Kanhu Murli University. The College also complemented continuous assessment of students performance through assignment, project work, seminars, and attendance with the university written examination. The evaluation process is done in accordance to the performance of the students during the semester.
Teaching and Learning	Educational excursion, field work and Industrial visits are also part of the teaching learning process. Enhancement of learning skills of the students through participation in different activities. Regular feedback for improving teaching learning method.
Curriculum Development	For the smooth flow of the syllabus, teachers made to submit their lesson plans. The IQAC ensures quality in curriculum development through regular meeting among faculty members regarding academic affairs and collecting feedback from various stakeholders.

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

E-governance area	Details

<p>Planning and Development</p>	<p>Time Table for teaching is generated using CIMS software Attendance of students : software using RFID card and hand held devices. Student App by CIMS-Using this can access their attendance records and can also receive important information/ n college. • Keeping in mind the tech savvy generation, innovations have been mad platforms to exhibit college activities on instagram, Facebook and connect with t LinkedIn. • Digital Signage near the main entrance of the college highlights var: as well as notices for students and visitors. • We have an ICT enabled auditorium conferencing.</p>
<p>Administration</p>	<p>For establishment of Management Information Systems (MIS), the college has opted which have been highly beneficial for both academic and administrative purposes. students during admissions has helped us create an accessible student database. save time and the whole process reduces paper usage. Kiosks are set up by the students in filling of these online forms. For admissions wherein the fee receive to college financial transactions. Several authorities such as the Governmen information on student profile which can be easily retrieved from the said MIS. compiled online . ? IT related complaints are lodged using Google</p>
<p>Finance and Accounts</p>	<p>All the financial transactions are recorded using Tally ERP which is moni S.K.M.University. A flash report is verified fortnightly. Net banking facilities for Affiliation fees, Payment to visiting faculty, Provident fund, Online admiss TDS. Students are allowed to make payment using Digital facilities (EDC)</p>
<p>Student Admission and Support</p>	<p>• Online registration by students during admissions has helped us create an acces The system also helps save time and the whole process reduces paper usage. • ERE following for generating merit lists • The database of students is used by the system • RFID based attendance marking system is also used to monitor the studen gymkhana. • The student online database is also used for library tra</p>
<p>Examination</p>	<p>• Software has been implemented to ease the process of result generation of the patterns in the new Credit based Semester and Grading System of evaluation. • l database has been used for result processing . • Computerized result analysis to help teachers to plan remedial and additional coaching of students to reduce the monitoring of the attendance, performance and progress of the students us:</p>

6.3 - Faculty Empowerment Strategies

6.3.1 - Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodie

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which members
2017	NIL	NIL	NIL

No file uploaded.

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

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	No. of staff (Teaching/Non-teaching)
2017	COMPUTER LITERARY	N/A	03/12/2017	04/12/2017	
2017	CT TRAINING	NIL	05/12/2017	28/12/2017	

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

Title of the professional development programme	Number of teachers who attended	From Date
BODHISATVA AUR MAHADEVI KARYA TATWA	1	01/01/2018

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Part Time
1	1	0	

6.3.5 - Welfare schemes for

Teaching	Non-teaching	Boards/Colleges
Advance against salary, Yoga at subsidised rates, Music classes, Staff gym, Deogahar College Staff Quarters	Medical Insurance, Yoga, Music classes, Staff Gym, Financial Assistance in case of Medical emergency	

6.4 - Financial Management and Resource Mobilization

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

Deoghar College conducts both internal and external financial audits on regular basis. Deoghar believes in continuous monitoring of financial aspects of the college. Internal audit was conducted and appointed by Deoghar College and reports were submitted to the Management. The internal audit follows Standards on Auditing (SAs) issued by ICAI. External audit was conducted as per SAs Further, financial audits are also being conducted in span of 5 to 10 years as per the requirement, namely, Joint Accounts Office Audit, Ranchi Accountant General Audit. These are regulated by Joint Director, Ranchi Region, Ranchi Accounts Office Higher Education, Ranchi Region, respectively

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

Name of the non government funding agencies /individuals	Funds/ Grants received
NIL	0

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6.4.3 - Total corpus fund generated

0

6.5 - Internal Quality Assurance System

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

Audit Type	External		Yes/No
	Yes/No	Agency	
Academic	No	NIL	No
Administrative	No	NIL	No

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

There is no formal Parent Teacher Association in our college. 1. Departments conduct Parents Tea or biannually and the Class coordinators update parents about the progress of their wards . 2. In defaulters or Discipline related issues , the concerned parents are called upon to intimate the classrooms or indiscipline and warned about the possibility of not being allowed to sit for the being disallowed for admissions in the forthcoming year .

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

1. 2 Library support staff attended a one week training program at S.K.M.U from 24th to 31 Dec have attended training for updation of administrative procedures. 3. 3 Laboratory staff have programme for Instrument Maintenance

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

1. Discussions for Initiation of Autonomy 2. Enabling teachers for Econtent Development 3. A government bodies for funding

6.5.5 - Internal Quality Assurance System Details

a) Submission of Data for AISHE portal

b) Participation in NIRF

c) ISO certification

d) NBA or any other quality audit

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
	NIL			

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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
WORKSHOP FOR GENDER SENSATIZATION	26/11/2017	26/11/2017
MAHILA DIWAS	08/03/2018	08/03/2018
CYBER SAFETY	28/01/2018	08/03/2018

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

wo plantation Programmes have been conducted during 2017-18: On account of World Environment I and on Van Mahotsava on 1st July, 2017. • Plastic Ban Activities 53 volunteers on 28th August, of making paper bags and about 150 bags were made and distributed these in slums. 29 voluntee Bags and distributed to the villagers of gidhani. 55 volunteers were part of the awareness rall 4th September, 2019. A Street play was performed by the volunteers and an initiative taken to distributing them to general public. On 28th September, 2017. Volunteers also explained the ben and cotton bags and bad effects of plastic bags. Volunteers collected about 17.5 Kg of Bisleri 2017 .

7.1.3 - Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Numb
Physical facilities	Yes	
Provision for lift	No	
Ramp/Rails	Yes	
Rest Rooms	No	
Scribes for examination	No	
Any other similar facility	No	

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	Is add
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No Data Entered/Not Applicable !!!

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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 word
NIL		NIL

7.1.6 - Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of p
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No Data Entered/Not Applicable !!!

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

1. Workshop on making of paper and cloth bags on Sept 2017 2. Invited talk entitled "Cleaning Coordinator Dr. B.K.Sinha 3. National pollution prevention day was observed by organizing post made Disasters" on Dec 2017 4. Talk on 'Impacts of lifestyle on environment possible ways to m: "Maintenance of bike and effect of different parameters for optimal performance fuel economy" Dec. 2019 6. Talk Environment consultant on "Reaching the Aim of Swatchha Bharat" on Feb 2020 observed by screening of videos along with discussion on 'Save Water' in different classes or video was circulated in different classes on Whats app group and also displayed on di

7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices

I Best practice: Student Card and Mentoring system

1. Title of the Practice Student Card and Mentoring system
2. Objectives of the Practice 1. To create an informal informative association between mentor and mentee to provide better guidance and support to the students' needs 3. To provide teachers to build the overall student, who can contribute to nation building activities. 3. The Context Considering the feedback from the mentees and their mentors, changes were made to the format wherein questions were more direct across the six semesters as per their relevance to the students need for that semester or year to get quantitative data for some questions, which could be used to make more meaningful decision for the community at large. 4. The Practice This is the fourth year of this practice since its inception. Each student receives student card by their respective HOD. Two formal meetings with individual students or a group of students a year is arranged by the CC wherein the students mention their academic background, interests, and goals, family back ground and expectations from the college. In the next semester, another meeting is planned to know their experiences, evaluate their performance and ask suggestions for improving their functioning. The mentor looks at the attendance and performance of individual student and suits their needs. Parents are intimated about their wards performance and separate parent meetings are held in college. Students identified with personal difficulties and low selfesteem are guided to the counselling centre in the College. Depending on the year and semester questions asked reflect the need of students and a meeting with a mentor is expected. Mentor also note the information to certain question in qualitative form for the student. Evidence of Success This is an ongoing process for the student in his/her three years (six semesters) in college. The outcomes of this process can be evaluated both objectively and subjectively. From the last year academic progression has seen an upward trajectory suggesting better performance with every year. Some examples can be cited wherein the progress has been phenomenal. Students grow in their values and better performance in all subjects. Quantitative data was useful for some questions and the responses analyzed will help in making decisions to the extent. 6. Problems Encountered and Resources Required Time to undertake this activity is an important factor for the mentor and mentee to make the best of this process. With fixed meeting schedules every semester care is taken care but the number of students (approx. 6070) in large classes becomes a difficult task to manage. It has a strong hold over the students' performance per se. To collate quantitative data for questions asked by the mentors and better ways to accommodate the same has to be reconsidered.

II Best practice: Green initiatives to inculcate green consciousness in students and plant a green environment and to be one with Nature.

2. Objectives of the Practice "Save the nature to save the environment for better tomorrow" We plan various activities with to perpetuate green consciousness in students with a firm belief that these activities will enhance their awareness and influence their : abilities to make simple practical attentions in their personal and professional lives that can

on improving our environment. 3. These initiatives demonstrate institutes commitment for environment to inspire students to take up responsible steps for better environment. We plan activities and programs in various dimensions such as global warming, global plastic problems, increasing generation of electricity and of unrestricted use of electricity on environment so that students can take informed steps in the future and alter their lifestyle to respect nature and not take it for granted. 4. The Practice Variable Activities conducted to achieve the objectives are provided below 1. Workshop on making of paper and cloth bags is organized to make students aware of the grave danger of plastic pollution. Realizing the need for a solution for this menace, a workshop on making of paper and cloth bags was organized. "Clean India" 2019 was organized to spread awareness about cleaning and conservation of the coastal beach. National pollution prevention day on Dec 2019 was observed by organizing poster competition on environment to spread awareness about human errors such as unthoughtful diversions of streams and rivers. (iii) Energy consumption in our campus in past few years was highlighted. Details about solar photovoltaic installation and effectiveness of use of solar energy in minimizing environmental impact was addressed. Further, plastic waste and possible disastrous situation in future was highlighted. 5. To spread awareness about vehicles and effect of parameters such as tyre pressure, right engine oil, filters for optimum fuel economy was be discussed. 6. World water day was observed by screening of videos along with "Water' in different classes. Also this video was circulated in different classes on Whats app group and on digital signage, to sensitize students about need to minimize wastage of water and make optimum use of our day to day activities. Various facets related with water wastage and severe situation of water in different parts of the country was highlighted in the discussion with students. 5. Evidence of process of making student aware of current environmental issues and possible disastrous situations if we do not take timely steps. These initiatives highlight individual role in protecting environment and sensitization to various facets of environment and individuals' role in boosting environment. Students can influence their decisions as individual and also in their jobs in future. Based on various initiatives implemented and efforts undertaken towards its continuity and sustainability, we received the Best Campus Award Competition conducted by University. 6. Problems Encountered and Resources Required: We have installed 21.6 kwp solar project in the institute. It effectively uses solar energy to generate electricity and reduce greenhouse gases emissions. Installation of solar PV needs investments as well as need shadow for PV can be installed. Planning of different activities needs continuous efforts of staff and students. Maintenance of compost pit needs skilled manpower to regularly take care of the pit and use of it.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, providing link to the same. https://deogharcollegedeoghar.com/NAAC/BEST_PRACTICE.pdf (https://deogharcollegedeoghar.com/NAAC/BEST_PRACTICE.pdf)

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

We at Deoghar College are driven by the ideals of Swami Vivekananda and our founder member, Ishahay, a visionary who believed in imparting holistic education with emphasis on character building for citizens who can contribute effectively towards nation building. The Management has proactively ensured that the quality of teaching learning process is sustained while there is a vertical growth at the college.

- We have earned a reputation for distancing ourselves from commercialization of education. No capitation fee is charged for admission. Deoghar College Management follows transparent practices, in all its transactions with students, faculty and all others concerned.
- College has a strong sense of Discipline in its functioning to ensure students build high levels of commitment. This is implemented by Principal, Anti-Ragging Cell and Discipline committees with emphasis on maintaining abiding by dress code.
- An inclusive education policy is followed that ensures education without discrimination. Inclusive education is worked through Remedial courses, Certificate courses and other programs that help the students from socially marginalized groups, vernacular medium students and academically backward students to cope with their academics, while ACP helps the advanced learners.
- Collaborative functioning is our strength wherein policy decisions are taken after brainstorming sessions with the heads at different levels. Academic, Committee and Administrative meetings are held annually. Impartial administrative practices generate trust in the minds of staff leading to a strong sense of belongingness to the institution. Academic calendar and planning, teachers' diary reviewed and semester wise by the Principal, monitoring of lectures taken and compensated, 100% coverage of students create a strong academic culture in college.
- Staff induction programmes, timely promotion of the staff, permission to participate in FDP and welfare activities, felicitation of the staff on years of service has created a conducive atmosphere contributing to developing a good work culture. Enhancement initiatives such as Department Recognitions have resulted in developing a positive upward spiraling effect in several areas.
- Being the main stakeholders, students are allowed to participate at various levels to groom them to become future leaders. There are many committees set up for administrative purpose where students' representatives are co-opted e.g. IQAC and Library etc.

The college strictly follows all the rules and regulations of governing authorities such as UGC, Andhra State Government, etc. for admissions, recruitment, career advancement (CAS), and superannuation and in discipline related matters. The college has received letters of appreciation from government authorities in this regard.

Provide the weblink of the institution

<https://deogharcollegedeoghar.com/NAAC/INSTITUTIONAL%20DISTINCTIVENESS.pdf>
(<https://deogharcollegedeoghar.com/NAAC/INSTITUTIONAL%20DISTINCTIVENESS.pdf>)

8.Future Plans of Actions for Next Academic Year

We prioritize access of education to the peripheral groups by diversifying the educational int also intend to tone up our existing academic resources by coming up with new add on courses. equip our teaching faculty as well as our administrative staff with software skills and IC enabling ourselves to tone up the pedagogical skills of or teachers. Promotion of research laboratory works will also be toned up in order to provide better access to students. We are with ethical values in order to have holistic growth of or faculty members and staff and stakeholders. We also intend to have placement drives for our students in the com:

here by declare that all the data entered are true to my knowledge.

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