



Yearly Status Report - 2017-2018

Part A

Data of the Institution

Part A	
Data of the Institution	
1. Name of the Institution	K.S.G.M. COLLEGE NIRSA, DHANBAD
Name of the head of the Institution	Prof. K. B. Bhatt
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	06540275017
Mobile no.	9934544354
Registered Email	ksgmnirsacollege@gmail.com
Alternate Email	drsanjayksgm@gmail.com
Address	NIRSA
City/Town	NIRSA
State/UT	Jharkhand
Pincode	828205
2. Institutional Status	

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Dr. Sanjay Kumar Singh
Phone no/Alternate Phone no.	06540275017
Mobile no.	8825381824
Registered Email	ksgmnirsacollege@gmail.com
Alternate Email	drsanjayksgm@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.ksgmcollege.in/AQAR2017-18
4. Whether Academic Calendar prepared during the year	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	http://www.ksgmcollege.in/AQAR2017-18.p df

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	2.31	2017	30-Oct-2017	29-Oct-2022

6. Date of Establishment of IQAC	04-Aug-2015
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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
Academic and Administrative Audit by AAAC	16-Jun-2017 8	3447

Academic and Administrative Audit by CAG, WestBengal	14-Dec-2017 1	2874
Increased number of value education classes.	16-Feb-2018 1	85
Implemented CBCS system to provide broad basededucation	08-Feb-2018 1	3180
Seminars and workshops conducted for teaching andnon-teaching staff to promote quality education	14-Mar-2018 1	65

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[View Uploaded File](#)

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
Institution	Grant	State	2018 365	6000000
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View Link](#)

10. Number of IQAC meetings held during the year :

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

[View Uploaded File](#)

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)

Workshops conducted for Teaching and Nonteaching staffs and students for for administrative and academic purposes. Ensured a smooth introduction of CBCS for students and staffs. Anchored the documentation work and assisted with the physical verification process during the CAG team visit. Initiated an Academic

and Administrative Exchange programme with another institution

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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	Achievements/Outcomes
To apply for new Degree Courses Honours Courses.	New degree courses already applied for and one new course sanctioned in this session.
To introduce Electoral Literacy Club for students	Electoral Literacy Club for students introduced.
To update the College website.	College website updated.
To extend the Parking Stand for staff and faculty	Parking stand extended with Govt. fund.
To increase the number of MoUs with other institutions to facilitate more academic and Student exchanges	MoU with another institution established
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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:

Yes

Year of Submission

2018

Date of Submission

15-Feb-2018

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

While the academic curriculum and its calendar are governed by the University of Jharkhand, careful introspection and sustained implementation of the planning is supervised by the college authorities in order to ensure the delivery process over the period of the academic year. The College meticulous

develops action plans taking into account the objectives of the curriculum, number of teachers and students and the infrastructure available. Towards end, assiduous planning is done by the College before the beginning of academic year. Before the commencement of the academic year, the Academic Committee of the college, comprising of all the Head of the Departments, and ensures effective and timely implementation of the curriculum through infrastructural planning in terms of aspects such as Departmental resources teaching-learning planning for the session, number of classrooms, tutorial blocks, availability of books and academic resources and also the exam schedules. Broad guidelines of delivery, pace and assessment are decided both the Academic Committee and subject-wise Departmental meetings which after then documented in the form of minutes. Faculty has the freedom to decide pace and transmission of the curriculum within the time frame and requirement of the University. Further, as a review mechanism, departmental meetings Teachers' Council meetings and formal and informal feedback mechanisms ensure change in the strategy and action plan, if any, are incorporated on a time and need-oriented basis. The academic plan is transitioned into effective action through lectures, presentations, assignments, seminars, workshops a discussions. Syllabus is made available to the students in the beginning of academic session and objectives, lesson plan and expected outcomes are we explained during the introductory lecture. Departmental Bridge Courses are being held by quite a many departments to facilitate the transition from school level education to the undergraduate syllabus. Besides traditional lectures and seminars, infrastructure for the use of ICT in classrooms, 1. Power point presentations, smart boards and audio-visual support are all available to make the delivery of the curriculum enabling and interesting the students. Tutorials are held with mentoring and participative learning encouraged. Internal assessment is done transparently with examined script shown to students. Inter-personal skills are enhanced through a selective Mentoring system. We adopt the curriculum provided by the Vinoba Bhave University. Depending on our resource potentiality, institutional goals and concern towards the students, we impart quality education. The institution has developed a structured and effective implementation of the curriculum. Following are the various means through which it executes the curriculum. Teachers Meeting: Teachers Meetings are held once in every month. Head of the Department discuss their action plans to arrive an optimal and effective way. Academic Calendar: Academic Calendar is prepared as per the Vinoba Bhave University academic schedule and the requirements at the department level as per the action plans formed. Lesson Plan: A Lesson plan includes course outcomes, course objectives, content topics, reference books and the expected outcomes from the students by learning through the topics prepared by respective faculty members at the beginning of each semester. It gives an insight how the lecture

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
0	0	04/12/2017	0	0	Nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	No Data Entered/ Not Applicable	Nil
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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
BA	Economics	05/06/2017
BA	English	05/06/2017
BA	Geography	05/06/2017
BA	Pol. Science	05/06/2017
BA	History	05/06/2017
BA	Sociology	05/06/2017
BA	Hindi	05/06/2017
BA	Philosophy	05/06/2017
BA	Urdu	05/06/2017
BA	Bengali	05/06/2017
BA	Psychology	05/06/2017
BCom	Commerce	05/06/2017
BSc	Math	05/06/2017

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

	Certificate	Diploma Course
Number of Students	0	0

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
0	Nil	0
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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 Projects / Internships
BA	UG	0
BCom	UG	0
BSc	UG	0
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
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

The Institute is constantly in dialogue with all its stake holders and seeks advice and input from industry leaders, in order to provide value in the many areas of engagement. Structured feedback is obtained for every course in two different forms for each course: the focused feedback is obtained 6 weeks into the trimester from students, and another round of structured feedback is obtained after the completion of the course and before the end trimester examinations. The data generated is compiled by the program office and shared with concerned Faculty, Area Chair, Dean and Director within three working days of obtaining the feedback. In case any course correction is required, the same is initiated based on the information obtained from the focused feedback. Both these feedback information is incorporated in the module review document prepared by the faculty at the end of the course. The institution collects feedback on curriculum aspects and courses from different stakeholders such as students, alumni, faculty, employers. Once the feedback is analyzed and valuable suggestions given were considered and necessary actions was executed.

1. Students feedback and action taken Students suggested the need for Job oriented courses, training for facing interview. They also requested to provide career guidance expert talk by industrialist. Action taken: Career guidance programs were given and counseling cell supported the development of soft skills and communication ability

2. Faculty students interaction may be enhanced. Smart class programs may be made effective. Action taken: Learning through interactive activities which enables the mutual interaction between faculty and students was encouraged. Smart class was made effective by the use of ICT

Teachers feedback and action taken

1. Research activity must be strengthened by conducting various seminars and workshop. Action taken: It has been decided to organize departmental seminar on a regular basis.

Alumni feedback action taken

report 1. Capacity building programs may be organized for staffs Action taken: Capacity Building programs were regularly organized for both teaching and non-teaching staffs

IQAC collects the feedback from the students in two different levels. First at the departmental level where all the 1st, 2nd and 3rd year Hons students supplied with a set of questionnaires pertaining to teaching learning aspect only. Here, students are free to assess the teachers individually in the are like syllabus coverage by teachers, teaching ability and communication skill The collected data is analyzed by the Academic and Administrative Audit Committee (AAAC) and presented to the head of the institution for discussion and debate. The Teacher-in-Charge intervenes and addresses possible areas of improvement. She also evaluates these with each teacher, motivating her/him look at specific areas where growth is needed.

Secondly, feedback is collect from the final year students every year in an inclusive way by covering all areas like teaching and learning, college infrastructure, Office and Administration and Library and Laboratory. These set of questionnaires include student satisfaction survey queries on teaching-learning process as recommended in NAAC criterion. Beside this, separate preform is circulated the IQAC through which the IQAC solicits quality feedback and

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
BA	ARTS	3000	3200	2417
BCom	COMMERCE	500	615	437

BSc	MATH	154	174	105
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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
2017	2958	0	32	0	0

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
5	5	0	1	0	0

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

K.S.G.M. College has a strong mentoring process. Each student is attached to faculty mentors for personal guidance, career advancement and development. Faculty members continue to be the mentors with the students allocated to them for their entire stay at K.S.G.M. College. Every Faculty member is expected to create a rapport with the student mentee, encourage her to ask questions, attempt to clarify doubt and facilitate counseling on different issues (if when required). The essence of mentorship is a sustained human relationship one to one developmental relationship that ensures a student that he/she is a valued person. A mentor is expected to focus on the mentee's holistic development by guiding her in areas like academics, internship, comprehensive viva, comprehensive dissertation, career choices etc. Mentors are also required to focus on developing the following skills of their mentees and academic progression: Continuous and Lifelong learning orientation, communication skills, attitude and confidence, General awareness. A mentor is required to conduct two formal meetings per month with their mentees (One in a group and one to one basis). Details of all such meetings are to be documented. Mentor could/ should suggest/undertake corrective/ remedial actions for problems faced by their mentees and include it in their successive monthly reports. A mentor is expected to maintain professional standards, improve mentoring skills and exercise good judgment when engaged in every activity involving her/his mentee and work with mentee to establish mutual respect, friendship, motivation and measurable goals.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2958	32	1:92

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
35	32	3	0	5

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
Nill	Nill	Assistant Professor	Nill
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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	Nill	Sem-VI	14/08/2018	20/09/2018
BCom	Nill	Sem-VI	14/08/2018	20/09/2018
BSc	Nill	Sem-VI	14/08/2018	20/09/2018
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Centralized Continuous Internal Evaluation System: Assessment of performance is an integral part of teaching and learning process. As a part of sound educational strategy, the institution adopts Centralized Continuous Internal Evaluation (CIE) System to assess all aspects of a student's development on a continuous basis throughout the year. ? **Orientation on Evaluation Process:** Students are made aware of the evaluation process through the following initiatives? The orientation programmers at the beginning of the semester through public address system of the college ? Teaching Plan contains evaluation procedures? Academic Calendar with CIA Exam dates ? Orientation on changes and amendments in the evaluation process through remedial Meetings ? Display in the College and Department Notice Board. **Result Analysis Review Meeting:** Result Analysis is done by the class tutors after every CIA Test. Pass percentage of each course is calculated by dividing the total number of students appeared and passed in each course. The performance of the students is monitored by the Principal and the necessary feedback is given to the concerned faculty members. The Principal conducts Review Meetings department wise to give necessary feedback for the improvement of students' performance. **Progress Reports Parents Meetings:** The institution is keen on monitoring the performance of the students and reports to the Parents. Progress Reports are sent by the tutors to the parents after each of the test. Parents/ Guardians are advised to note the performance of their wards and take remedial measure if needed. Whenever necessary, the tutor shall recommend the visit of the parent to the college for a discussion about the student. Remedial Classes are conducted for the slow learners, absentees and the students who participate in Sports, NSS activities and Placement Interviews. This practice helps struggling learners to update their subject knowledge and helps them to catch up with their peers. **External examinations** of three hours duration will be conducted at the end of every semester for all the theory papers and practical papers. Students should satisfy the eligibility criteria of 75 attendance in each semester to appear for University Examination. The students who have arrears are permitted to write their papers in both the semester examinations. **Representation in the Board of Studies:** The senior faculty members appointed by the College act as the member of Board of Studies. At Every meeting they suggest evaluation

reforms and discuss any discrepancy in the Passing Board meeting. At the time of central valuation the examiners have the facilities to represent any out of syllabus questions. The chairman of the valuation Board will take necessary action. ? Supplementary Examinations are held for the final year students who have appeared and failed in any one of the semester theory papers relating to completion of his/her degree. Reappearing/Recounting/Revaluation: The students are informed of the Reappearing/Recounting/Revaluation scheme available to them. Retotaling is permitted for U.G. students who apply for it within the stipulated time on payment of prescribed fee. Revaluation is permitted only for the papers written in regular U.G. examinations.

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

The academic calendar is a very useful document, which contains the most important dates to guide the teachers and students. Our academic calendars provide important information about teaching dates examination dates extra Co-curricular activities, semester based and annual based examinations. Before the commencement of every semester respective departments prepare a detailed study plan, assignments for the individual teachers and the number of classes allotted to each course. On the basis of this the Routine subcommittee of the Teachers' Committee prepares a detailed timetable and academic calendar for the entire semester. Finally this is distributed to the departmental teachers and the students and also made available on college Website. The effectiveness of the process is maintained through effective monitoring by the Principal/Vice Principal. The Principal/Vice Principal sees to it that all departments follow academic calendar. The college has a vibrant culture of instilling inquisitiveness and scientific temper among the students through a number of activities.

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)

<http://www.ksgmcollege.in>

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
0	BA	Arts	2002	1996	98
0	BCom	Commerce	409	403	97
0	BSc	Science	91	76	83

[View Uploaded File](#)

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)

<http://www.ksgmcollege.in>

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
Nill	0	0	0	0
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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
0	0	

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
0	0	0	Nill	0
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
0	0	0	0	0	Nill
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	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
0	0

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)
Nill	0	0	0
No file uploaded.			

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
0	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 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
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0	0	0	Nil	0	0	0
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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
0	0	0	Nil	0	0	0
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	0	1	0
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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
Extensions	NSS	2	150
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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
0	0	0	0
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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
0	0	0	0	0
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
0	0	0	0
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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	Name of the	Duration From	Duration To	Participant
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	linkage	partnering institution/ industry /research lab with contact details			
0	0	0	Nil	Nil	0
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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
0	Nil	0	0
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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
0	0

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Existing
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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
TIPL	Fully	2.3	2018

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	6000	531060	0	0	6000	531060
Reference Books	2000	112040	0	0	2000	112040
Journals	38	30000	0	0	38	30000
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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
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0	0	0	Nil
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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	12	1	1	1	1	1	5	0	0
Added	0	0	0	0	0	0	0	0	0
Total	12	1	1	1	1	1	5	0	0

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
0	0

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
500000	500000	2000000	2000000

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)

We have well established policies and procedures for maintaining the physical and academic support facilities of the college. The College Governing Body has formed various committees for supervising the maintenance of these facilities and ensuring their optimum utilization. There are 17 classrooms for use of the 10 departments of this college. The classrooms are kept clean by regular
http://www.ksgmcollege.in

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

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 implemetation	Number of students enrolled	Agencies involved
0	Nil	0	0

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
Nil	0	0	0	0	0

No file uploaded.

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
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 participated	Number of students placed
No Data Entered/Not Applicable !!!					
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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	Name of programme admitted to
Nil	0	0	0	0	0
View File					

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
Any Other	10
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
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Cultural Programme	College	25
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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)

<p>College creates a platform for the active participation of the students in the various academic administrative bodies including other activities. This empowers the students in gaining leadership qualities, rules, regulations and execution skills. They help in coordinating all the events related to academics and other co-curricular extracurricular activities, as per the directives of teaching faculty. Council. They do lot of academic administrative work by taking the help of other students. They also motivate other students to take part in the activities conducted by the Institute. They work as a medium between faculty and students. Contribution of the Student Council in Academic Administration</p> <ol style="list-style-type: none"> 1. Coordination in day to day academic activities at their level 2. Coordination in communicating the information between students and Teaching faculty 3. Coordination in conducting special events like Spectrum etc. 4. Coordination in organizing Cultural events 5. Coordination in organizing Sports Games for the students 6. Coordination in arranging Industrial Visits for the students 7. Coordination in inviting the external guest speakers and organizing the Seminars Workshops.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

50

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

1100

5.4.4 – Meetings/activities organized by Alumni Association :

4

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 institution has a practice of participative management. The college Provides the better opportunity to all the participating in the decision making process, the college administrative and academic structure is in a manner to

make the decision by participative arrangement. Principal is the administrative and academic Head, followed by voice principal and department heads. The principal meetings of the department are held often consider the recommendations are sent to the principal, the principal in consultation with all department heads the final decision is arrived at. 1. N.S.S. camp is held once in a year, the N.S.S. committee conduct sa meeting to decide the place/venue, dates and that is provided as per the convenience and discussion with the principal. The responsibility rests with the N.S.S. programs officer. The decision between participate the service of meeting is conducted to arrive the decision. 2. The examinations are carried out periodically throughout the year for which there is separate examination department.

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

Yes

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
Teaching and Learning	Teaching learning as a thrust area have been focused for this academic session field studies, project report works etc are frequently organized to make learning more participatory for our students. Systematic monitoring, planning and regular evaluation of students are given special attention.
Examination and Evaluation	Practical and Final examination are conducted as per Vinoba Bhave University guidelines and academic Calendar. Internal Assessment and Class Test held on Regular basis.
Curriculum Development	The College implement the Curricular set by the University, as t is affiliated to Vinoba Bhave University, Hazaribag. It has structured its internal evaluative system in a vital , need based manner with reference to the guideline of the University.
Research and Development	Easy access of researchers in the college library with their requisite books and Journals. To form and encourage the students to build up research attitude through their indigenous way and creating output from the outside text itself.
Library, ICT and Physical Infrastructure / Instrumentation	Our College library is enriched with near about 6000 books, 38 journals. it serves need of the students and staffs members of the college. The college has a library subcommittee for monitoring the activities of the Library.
Human Resource Management	Student: Foundation is made at the under Graduate level to give exposure n cultural , entrepreneurship, writing

skill, public speaking, seminar. Different co-curricular activities for all round development of personality of the students. Teachers: Faculty members are involved in academic work as well as Committee work. The various responsibilities are coordinated with academic activities. Teacher were also encouraged and granted duty leave to Participate in conference , workshop, seminar and short term courses. Non Teaching Staffs: Nonteaching members were educated on how to keep records and digitalize the official documents.

Industry Interaction / Collaboration

Industry Interaction or Collaboration is not done during the Year.

Admission of Students

Rules and Regulations for admission as laid by the Affiliating University and state Government are Strictly followed by the College.

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

E-governace area	Details
Planning and Development	We have our College campus having enough space to academic and administrative enhancement. We are Planning to Open BBA and BCA and some
Administration	We are planning to fully automated the administration system for transparency of the system.
Finance and Accounts	Accounts are maintained with Excel software. Planning to fully make automated
Student Admission and Support	Rules and regulations for admission as laid by the Affiliating University and State Government of Jharkhand are Strictly Followed by the College. We always support the Low income Groups students through Fee Concession, scholarship etc.
Examination	We have separate Examination section. we do take regular exam as per University guidelines. We are in the process of implementing governance in Examination.

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
Nill	Nill	Nill	Nill	0

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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)
No Data Entered/Not Applicable !!!						
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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
Nill	0	Nill	Nill	0
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
32	32	41	41

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
0	0	0

6.4 – Financial Management and Resource Mobilization

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

All Bills and Payment Vouchers are checked by the Bursar and then signed by the Bursar and then Principal Finally goes to Secretary for payment Order. The details of Income and expenditure is presented to the Chartered Accountant.

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
Nill	0	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	Internal
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	Yes/No	Agency	Yes/No	Authority
Academic	Yes	NAAC and G.B	Yes	NAAC/G.B
Administrative	Yes	NAAC and G.B	Yes	NAAC and G.B

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

While the parents have been very supportive of the initiatives of the College, the college doesn't have a registered parent teacher association. However, the college maintains contact with the parents through the Principal's office as well as class mentors.

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

A two day orientation programme for the support staff is held every year in the month of June. The program includes guest lectures on motivation and attitude as well as several workshops. In addition, two training programs - one on digital payments and another on Instructions and updating meetings for all staffs.

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

1. Incentive scheme for promotion of research and attending conferences and workshops. 2. Departmental seminars and active participation of students. 3. Planning to Introduced new courses on BBA and BCA

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
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
Nil	Nil	Nil	Nil	Nil	0
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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
women Empowerment	10/12/2018	10/12/2018	30	20

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
1. Installation of Solar energy for energy conservation. 2. Initiative taken for installation of LED and CFL light. 3. Tree Plantation programe by NSS are undertaken to ensure a green campus. 4. Observation of Swachh Bharat and Swachh Pakhwara in the College Campus.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	No	0
Provision for lift	No	0
Ramp/Rails	Yes	4
Braille Software/facilities	No	0
Rest Rooms	Yes	1
Scribes for examination	Yes	2
Special skill development for differently abled students	No	0
Any other similar facility	No	0

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	3	3	08/03/2018	1	International Womens Day	Women empowerment	44
2018	3	3	31/05/2018	1	Anti Tobacco day	Ill effects of Tobacco	41
2018	3	3	07/08/2018	1	Awareness on health of women and children	Malnutrition	56
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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)
Nil	06/06/2018	Our College regularly observe some birthday of swami Vivekanand, Mahatma Gandhi, Neta Ji, B.R. Ambedkar and many other path finder of our country. Seminar, Lectures are usually

delivered on the auspicious occasion to convey their teaching for inculcating human values and basic ethic of life. For this purpose posters and painting are stacked . Pamphlets are distributed among our college students. Nss Training camp organized.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Viswa Adivasi Diwas	09/08/2017	09/08/2017	46
Special camp by NSS	25/12/2017	30/12/2017	50
Celebration of Swami Vivekananda Jayanti	12/01/2018	12/01/2018	48
Celebration of International	08/03/2018	08/03/2018	50
Flood Relief Contribution for Kerala	08/09/2018	08/09/2018	65
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Imitative taken for Installation of LED and CFL light. 2. Tree Plantation programs by NSS are undertaken to ensure a green Campus. 3. No Smoking Zone campus. 4. Installation of Solar Panel for Light in the Campus

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Different Types of programs like cleanliness programs, awareness programs, camp per performed by NSS students. Village named Singhpur was adopted by NSS
2.faculties are motivated to participate in various seminars, orientation and refreshers course

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

<http://www.ksgmcollege.in>

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

Aim: The main aim of the institution is imparting higher education among the poor, backward and rural mass as well as other section of our society. **Vision:** To make our College a Centre of Quality Learning. **Missions** 1. To impart higher education among poor, rural mass especially Girls and women folk of the locality. 2. To make our student self-sufficient and self-reliant. 3. To enhance women status and stature. 4. To provide traditional modern and

vocational education for the poor and rural mass.

Provide the weblink of the institution

<http://www.ksgmcollege.in>

8.Future Plans of Actions for Next Academic Year

1. To enhance the number of smart class rooms in the academic departments. 2. To enhance outreach programs for the poor and rural community. 3. To organize workshop/Seminar for students and teachers for enhancement of academic efforts 4.To promote the research activities among the Teaching faculties Powered by