



## Yearly Status Report - 2017-2018

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		ST. COLUMBA'S COLLEGE
Name of the head of the Institution		REV.(DR.) SUSHIL KUMAR TOPPO
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		06546222197
Mobile no.		9431799074
Registered Email		sktoppo@gmail.com
Alternate Email		info@stcchazaribag.org
Address		COLLEGE MORE, RANCHI PATNA ROAD
City/Town		HAZARIBAG
State/UT		Jharkhand
Pincode		825302
<b>2. Institutional Status</b>		

Affiliated / Constituent	Constituent
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	REV. (DR.) BIMAL REVEN
Phone no/Alternate Phone no.	06546222197
Mobile no.	9431336529
Registered Email	joynet_123@yahoo.com
Alternate Email	info@stcchazaribag.org

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="http://stcchazaribag.org/">http://stcchazaribag.org/</a>
<b>4. Whether Academic Calendar prepared during the year</b>	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="http://vbu.ac.in/2015/10/06/calendars/">http://vbu.ac.in/2015/10/06/calendars/</a>

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B++	2.85	2017	23-Jan-2017	22-Jan-2022

<b>6. Date of Establishment of IQAC</b>	11-Jul-2013
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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
Regular meetings IQAC	05-May-2017 1	13
<a href="#">View File</a>		

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

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Hindi	MRP	UGC	2017 730	194000
<a href="#">View File</a>				

**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**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

Yes

Upload the minutes of meeting and action taken report

[View 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)**

1. Registered with RUSA of College 2. Proposal for PG courses sent to the University (VBU) for approval. 3. Seminar were held to improve the quality for students 4. Proposal for B.Ed building 5. Proposal for Solar system in Library

No Files Uploaded !!!

**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
<b>No Data Entered/Not Applicable!!!</b>	
No Files Uploaded !!!	

**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**

No

assess the functioning ?	
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2018
Date of Submission	19-Sep-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

• At the commencement of each academic year, every faculty member provides the students with individual Lesson Plans and Reading Lists for each course which are displayed in the departmental notice board. Lesson Plans are adhered to, so that the student is able to gauge with a degree of clarity, what portion of the curriculum will be delivered within the stipulated time frame. These time plans are also preserved each year as documentation. • Besides traditional lectures and seminars, infrastructure for the use of ICT in classrooms, like power point presentations, smart boards and audio-visual support are all available to make the delivery of the curriculum enabling and interesting for the students. • Tutorials are held with mentoring and participate learning encouraged. • Internal assessment is done transparently with examined scripts shown to students.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
<b>No Data Entered/Not Applicable !!!</b>					

#### 1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
<b>No Data Entered/Not Applicable !!!</b>		
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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
<b>No Data Entered/Not Applicable !!!</b>		

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

Certificate	Diploma Course

Number of Students

Nil

Nil

**1.3 – Curriculum Enrichment**

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
<b>No Data Entered/Not Applicable !!!</b>		
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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
<b>No Data Entered/Not Applicable !!!</b>		
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**1.4 – Feedback System**

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Nil
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
<p>College established Feedback Committee in order to ensure and analyze the academic excellence at student and faculty levels. Periodical analysis is made by Feedback Committee from the following: • Student performance • faculty performance in every semester • Utilization of infrastructure and requirements for quality enrichment. • College thoroughly reviews the curriculum for every academic year. • The college maintains an IQAC as a quality consistence and quality enhancement measure. In supervision of IQAC, various departments and committees like Career Guidance, Anti-Ragging and Sexual Harassment Committee, etc reinforce the curriculum by incorporating updated information and diurnal social issues. • College collects the feedback physically from stockholders viz. Students, Parents and Teachers on Curriculum which is prescribed by the university, further college website invites ala stockholder to provide feedback through online. • The college conducts annual Alumni Meet, in which suggestions and feedback is received from Alumni students. Feedback from industrial management, R D establishments and professionals is obtained through college website's feedback blog. The provided feedback data is presented to the Academic Council Meeting for necessary implementation in curriculum. Alumni surveys are conducted during alumni interaction at the alumni association meeting held every year. Whenever any alumni visits the college, feedback is taken Further, college website invites alumni to provide feedback through online. • The received feedback is assessed by the Feedback Committee and a confidential report is submitted to the head of Institution. The essence of the same is sent to the university with a suggestion to make the necessary action.</p>

**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	Hons	2388	3560	2245
BSc	Hons	944	1840	872
MSc	Chemistry	32	32	31
BEd	Education	100	100	97
BSc	Biotech	50	69	48
BCA	Computer	50	50	50
<a href="#">View File</a>				

## 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	3312	31	50	Nil	8

## 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
50	10	80	8	8	12
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### 2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The Following Student Mentoring System Available in the Institution. Grievance Redressal Cell • Students having any grievance can put their problems before the cell. • The grievance may be related to their academic or non-academic matter. • Staff (Teaching Non-teaching) May also lodge a complaint in this cell. • Complaint relating to sexual harassment will not be covered under this cell. As these is separate cell for this. • If the complainant does not like to reveal his/her name they can use the drop box of cell. • The redressal takes place by proctorial board. Career Counseling Cell • Professional guidance helps a student to follow a specific paths saves time and money. • Career counseling cell helps to know the strength and weakness with respect to their present course and lets them know what carrier they would be suited for • The cell neither judges nor offers advice but only gives the students an opportunity to express their feelings. • The carrier counseling cell use aptitude and achievement assessment to help the students to evaluate their interest, skills and abilities. • Also cell helps the students to develop to realistic goal and learn job

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
Nil	Nil	0

## 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
86	45	41	Nil	39

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
2017	8	Assistant Professor	National Award
<a href="#">View File</a>			

## 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	BA Hons	End Sem 2018	20/07/2018	31/08/2018
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Under CBCS continues Internal Evaluation is being done under the directives of the Principal and Head of the respective Department of the college, the College regularly organized workshop and seminar for the students. whereas the student get 10 marks for continues Internal Evaluation (CIE)

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

St. Columbas College Hazaribag is a constituent unit of Vinoba Bhave University, Hazaribag. The academic calendar is prepared by the affiliating university. The principal and some senior faculties member keeping in view of the academic calendar which is issued by the affiliating university.

## 2.6 – Student Performance and Learning Outcomes

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

<http://stcchazaribag.org/under-graduate/>

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
BCA	BCA	Computer	48	48	100
BSc	BSc	Biotech	41	38	92
B.Ed	BEd	Education	92	92	100

MSc	MSc	Chemistry	7	7	100
BSc	BSc	Hons.	609	592	97.2
BA	BA	Hons.	969	957	98.7
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## 2.7 – Student Satisfaction Survey

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

<http://stcchazaribag.org/>

## 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
Minor Projects	730	UGC	2.7	2.7
Minor Projects	730	UGC	1.94	1.44
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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
<b>No Data Entered/Not Applicable !!!</b>		

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
<b>No Data Entered/Not Applicable !!!</b>				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

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

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	2	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	Null

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)
National	ARTS	26	0.5
International	Geology	1	3.5
<a href="#">View File</a>			

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
Arts	21
<a href="#">View File</a>	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
<b>No Data Entered/Not Applicable !!!</b>						
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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
Journal	Editorial Board	Inward Eye	2017	2	25	St Colmbas College Hazaribag
A refereed Journal of Humanities and Social Science	Editorial Board	The Intellectual Voice	2018	2	20	St Colmbas College Hazaribag
<a href="#">View File</a>						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	10	50	12	40
Presented papers	10	50	12	Nil
Resource persons	Nil	3	8	25
<a href="#">View File</a>				

### 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
<b>Awareness Programme</b>	<b>Government/NSS/NCC/ NGOs</b>	<b>14</b>	<b>240</b>
<a href="#">View File</a>			

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
<b>No Data Entered/Not Applicable !!!</b>			
<b>No file uploaded.</b>			

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/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
<b>RDC</b>	<b>NCC/NSS</b>	<b>Republic day Pared</b>	<b>2</b>	<b>6</b>
<a href="#">View File</a>				

### 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
<b>Faculties Students Exchange</b>	<b>112</b>	<b>Self Finance</b>	<b>365</b>
<b>Job Training Excel</b>	<b>190</b>	<b>VBU/ TISS</b>	<b>30</b>
<b>Project Work</b>	<b>400</b>	<b>VBU</b>	<b>15</b>
<a href="#">View File</a>			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
<b>Temporary</b>	<b>Excel and JOB training</b>	<b>Lac Research, Ranchi, CRRI and TISS</b>	<b>05/01/2018</b>	<b>16/07/2018</b>	<b>200</b>
<a href="#">View File</a>					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
TISS	17/04/2018	Job Training	104
<a href="#">View File</a>			

## 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
200	38

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with Wi-Fi OR LAN	Newly Added
Class rooms	Newly Added
<a href="#">View File</a>	

### 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
KOHA	Partially	16.11.01	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	64379	1000000	2800	585000	67179	1585000
Reference Books	373	200000	Nil	Nil	373	200000
Journals	19	20000	Nil	Nil	19	20000
Library Automation	1	1900000	Nil	Nil	1	1900000
Digital Database	1	20000	Nil	Nil	1	20000
<a href="#">View File</a>						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
<b>No Data Entered/Not Applicable !!!</b>			
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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	80	1	1	1	1	10	23	2	0
Added	0	0	1	0	0	2	2	2	0
<b>Total</b>	<b>80</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>12</b>	<b>25</b>	<b>4</b>	<b>0</b>

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

2 MBPS/ GBPS

#### 4.3.3 – Facility for e-content

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

### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
38	38	112	112

#### 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)

The board of directors (all Heads and Members of RUSA cell), Board of Governance, Nodal officer of RUSA, Building Committee and Purchase Committee is monitoring regularly. The H.O.Ds of four departments looks after the Procured items. Officials of the university and other members of RUSA cell Jharkhand State visit time to time in the institutions. In addition to that members of RUSA cell of St. Columba's College, Hazaribag also monitor and visit the four departments in order to insure proper use. Logo of RUSA has been adhesioned on such items.

<http://rusa.nic.in/jharkhand/overview/>

### 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	E-kalyan Jharkhand Govt.	5400	0
Financial Support from Other Sources			
a) National	Minority/ Maulana Abul Kalam Azad	365	0
b) International	NIL	Nill	0

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Yoga	21/06/2017	135	22 JH. BN. NCC, HAZARIBAG
English Speaking	28/08/2017	120	22 JH. BN. NCC, HAZARIBAG
Personality Development	15/04/2017	110	22 JH. BN. NCC, HAZARIBAG

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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
2017	Career Counselling	Nil	86	17	17

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
3	3	45

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NIL	Nil	Nil	Nil	Nil	Nil

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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
2017	544	BA, BSc, BCA, B.Ed, Biotech	BA, BSc, BCA, B.Ed, Biotech	VBU, BHU, RU, DU, DSPMU, CUJ, JNU	PG, M.Ed, MSc, MCA

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	3
Any Other	35
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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
Football, Kabaddi, Chess, Volleyball, Basketball, Cross Country, Taekwondo, Athletics, Hockey	Inter College,	53
<a href="#">View File</a>		

**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
2017	RDC	National	Nil	1	N/A	Ajay Kumar
2017	TSC	National	Nil	3	N/A	Santosh Kumar Yadav, Sarojit Kashyap, Santosh Kumar soni,
2017	JBM, Shooting	National	1	Nil	N/A	Ajay Kumar Gupta
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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)

As per the guidelines of the U.G.C. and the State Government University Acts, election of students union was held three years back in the college but due to the non-announcement of date by the university the fresh election of students union has not been held till date. However, the students voice is taken into consideration, if found necessary.

**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 :

There is an Alumni Association in our college having distinguished academicians, bureaucrats, doctors and engineers. The alumni are in regular touch with the college activities through e-mails, college website, and social networking sites. The retired faculty members are regularly invited to deliver guest lectures in various departments and extend their support in smooth functioning of the departments and college.

## **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)

Two practices of Decentralization and participative management during 2017-18: Institution practices Decentralization and Participative Management. The success of an institution is the result of the combined efforts of all who work towards attaining the vision of the institution. Right from the President of the Management Committee to the staff and students, all the stakeholders have a role to play in building of the college. Their involvement and cooperation in devising and implementing decision making policies for academic and administrative affairs through various bodies and committees have contributed to the growth of the college. The college provides the better opportunity to all for participating in the decision making process, the college administrative and academic structure is in a manner to make the decision by participative arrangement. In order to implement these practices the institution provides operational autonomy to various functionaries. The most significant among them are: 1. Principal Level: Principal is the member secretary of the governing body and chairperson of the IQAC. The Principal in consultation with the Teachers' Council nominates different committees for planning and implementation of different academic, student administration and related policies. All academic and operational policies are based on the unanimous decision of the governing body, the IQAC and the teachers council. ? Internal Quality Assurance Cell (IQAC) ? Library Management Committee ? NSS Committee, Extension Activities Students Welfare Committee ? Annual Prize Distribution Committee ? Publicity Public Relation Establishment Committee ? Prospectus Committee ? U.G.C. Affairs Committee ? Website Development committee ? College Annual Magazine Committee ? Alumni Association Monitoring Committee ? Students Grievance Redressal Committee ? Purchasing and Building Maintenance Committee ? College Students Monitoring Committee ? Sports Committee ? Educational Tours, Result Analysis, Students Seminar and project committee 2. Faculty Level: Faculty members are given representation in various committees/cells nominated by the principal and the Governing body, in the IQAC and other committees. Every year, the composition of different committees is changed to ensure a uniform exposure of duties for academic and professional development of faculty members. Following are the different sub-committees which have been nominated by Principal and all department heads: ? Admission Sub-committee ? Routine Sub-committee ? Library Sub-committee ? Cultural Events Committee ? Student Union Election Sub-committee ? Sub-committee for games and sports ? Examination (University College Level) Committee ? Journal and publication Sub-committee ? Discipline Maintenance committee ? Proctorial Board ? Event Management committee ? College Infrastructure Cleanliness, Girls Common Room, Water Supply maintenance cell (Formerly Staff Room Cell) ? SC/ST Cell ?

Class Room Mentors ? College API committee ? Disaster Management Committee ? Wall paper Committee ? Teacher- Parent Meet Committee ? Health Centre Committee  
 Following committees are constituted in accordance to government guidelines: ?  
 RUSA-PFMS unit ? Placement and career counseling cell ? Sexual Harassment Prevention Women's Grievance Redressal Committee ? Website committee ? Anti-Ragging Committee ? Press Media Sub-committee ? Tax Related Sub-committee ? Internal Complaints Committee ? Service Book Opening Updating Committee

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	? Curriculum Development: The committees are formed at the beginning of the year and are assigned the tasks according to the institutional plans for the curriculum development. Core curriculum is revised once every year based on the changing requirements of industry and feedback generated from industry practitioners, recruiters and alumni. Each faculty member offering a core/elective course compulsorily engages with an industry practitioner (ideally a recruiter) who is an integral part of classroom delivery and advises on course content, sequencing of topics and assessments. This ensures that each course is up to date and fulfils the future employment requirement of students.
Teaching and Learning	? Teaching and Learning: As part of the efforts to streamline the teaching learning process at this institute we have initiated Academic Meetings. For a general widening of the horizon of knowledge, apart from classroom teaching, skill development and knowledge enhancement are given priority in learning process. Teaching process is modernized through the use of power-point presentations, regular workshops and seminars. Assignments, internal tests, quiz programmes, and viva-voce tests are conducted on a frequent basis so as to enrich the learning process. Regular evaluation of the students helps in maintaining the academic excellence in the college.
Examination and Evaluation	? Examination and Evaluation: Each course outline lays down the assessment components for the respective course and marks allocated to each component. The institute follows the examination



norms adopted by the Vinoba Bhave University, which is governed by the Bihar examination Act 1981 directive Hon'ble High Court Patna dated 22.12.1995 are strictly implemented for fair conduct of examination. The university adopted CBCS method of examination and evaluation introduced since 2016. Usually assessment components are in line with the number of credits allocated to the paper.

Research and Development

? Research and Development: Despite the fact that the college is not a research institute, faculty members of the college, along with the students enrich their teaching and learning process through research work, study tours to places of academic interest, prepare projects and models to diversify their knowledge. The college provides a vast literature through various reference books, and their exhibits available in the library for the development and encouragement to research ethos. The Research Committee of the college functions to deliver the spirit and essence of research in the college in so far as adequate and up-to-date facilities are mobilized and set up for the faculty members and research scholars to their utmost satisfaction.

Library, ICT and Physical Infrastructure / Instrumentation

? Library, ICT and Physical Infrastructure/Instrumentations: Library has been updated immensely since NAAC 2016. New journals, magazines, and books were procured to establish an academic rigour. Infrastructural requirements were reviewed in the beginning of academic session. Renovation work of classrooms, hostel facilities, sports complex and faculty cabins were carried out.

Human Resource Management

? Human Resource Management: The college gives due importance to faculty-improvement programmes, up-gradation of academic knowledge of the teachers and students through participation in seminars, workshops, symposia, besides regular classroom teaching. It widens the intellectual horizon of the teachers available in the college so that they make themselves qualitative resource persons of the faculty. To update themselves in their respective subjects, teachers are advised to undergo training and refresher courses. The college provides the student

	<p>opportunities to participate in programmes of social issues, through its NSS and NCC units. Overall satisfaction among employees is indicative of fairly good HR practices.</p>
Industry Interaction / Collaboration	<p>? Industry Interaction/ Collaboration: The college gives emphasis on practical aspects of education so that students can compete on the national and international levels after the completion of their academic course work. Project work with respect to different industries are carried out in order to bridge the gap between the industry and academia. The Career Guidance and Placement Cell of the college provide immense opportunities for the students in various disciplines to get employed in reputed companies and organizations. For enhancing the skills among students, the institute collaborated with the Tata Institute of Social Sciences.</p>
Admission of Students	<p>? Admission of Students: The process of admission starts immediately after the declaration of the 12th CBSC/ICSE/State Board results. The selection of the students for admission is prepared on the basis of their 12th Marks and following the reservation policy of the Govt. of Jharkhand. Efforts are made to complete the admission procedure by the end of June to ensure timely commencement of the academic session from July.</p>

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

E-governance area	Details
Planning and Development	<p>? Planning and Development: Institute uses online source of operations. The institute uses e-tender notification for developmental work in the college. Computer system are used to track all personnel details of employees. Institute maintains its website <a href="http://stcchazaribag.org/">http://stcchazaribag.org/</a> to communicate its philosophy and updates to external stakeholders.</p>
Administration	<p>? Administration: The administrative office has been automated electronically. Every department of the institute has been provided with the laptops Printers to aid in quick and faster work along with paperless practices. The administrative</p>

	activities involve maintenance of infrastructure, upkeep of the flora and fauna of the campus and administrative issues to keep its electronic database for retrieving any information.
Finance and Accounts	? Finance and Accounts: The institute is planning to fully implement e-governance practices in Finance Accounts, such as: (a) Online fee collection from students is in process. (b) Online salary payment through RTGS is already in practice. (c) Online payslips and leave records of staffs are being carried out.
Student Admission and Support	? Student Admission and Support: The institute provide support to students from entry to exit in various forms, such as: for the admission in our college, the University invites online application form and use to provide the shortlisted candidates for admission. For student scholarships the institute use to apply application through the e-kalyan portal of the state government.
Examination	? Student Admission and Support: The institute provide support to students from entry to exit in various forms, such as: for the admission in our college, the University invites online application form and use to provide the shortlisted candidates for admission. For student scholarships the institute use to apply application through the e-kalyan portal of the state government.

### 6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
<b>No Data Entered/Not Applicable !!!</b>						

[View File](#)

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
Linguistics	2	06/08/2018	22/08/2018	17

[View File](#)

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
45	45	45	45

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
GIS	GIS	Scholarship

## 6.4 – Financial Management and Resource Mobilization

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

The Accounts Department of the college maintains all the records of income and expenditure. For this, the college maintains several Accounts, including: Account 'A': The entire income received from different sources are deposited here, including Tuition and Development fee. Account 'B': This Account deals with all salaries and examination funds. Account 'C': This Account includes all funds earmarked for development purpose. Account 'D': This Account includes all funds earmarked for Students' Welfare. Account 'E': This Account includes all funds earmarked for Sports. All Accounts except Account 'A' are being operated by the college. These Accounts are operated by double signatures, the Principal and Bursar. There is a Daily Collection Registrar, namely DCR-I and DCR-II, which is maintained by the Counter clerks of the respective faculties, which Cash Books are maintained by the cashier. Apart from this, Bursar I and II are appointed by the University to monitor income and expenditure sides of the funds coming to the college. Bursar-I keeps his vigilant eye on the income side of the college whereas Bursar II monitors the expenditure side and the use of funds in a proper manner. Besides, the Principal constitutes the purchase committee with several seminar faculty members to take their opinion for efficient use of the funds earmarked for the particular items. Apart from this, the UGC fund is utilized as per the guidance of UGC. Utilization of fund is regularly audited by the Chartered Accountant hired by the college and submitted to UGC.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	N/A

[View File](#)

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	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	State Govt. Jharkhand	Yes	Vinoba Bhave University
Administrative	Yes	State Govt. Jharkhand	Yes	Vinoba Bhave University

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

The college conducts regular meetings with the parents, as well as other educationists of the town and communicates them at the correct forum. The college invites suggestions from its Alumni members, ex-students and other stakeholders who provide with valuable suggestion time to time. The college receives their opinion and suggestions, if any, and tries to implement it for better outcome in the future. The college provides its information through the college website, newspapers, college magazines and its prospectus.

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

The college ensures that meaningful advice of the IQAC is fully adhered to. To achieve this, orientation session is organized from time to time for the staff to improve their working system. Meetings with the staff and teachers by the Principal and IQAC helps in the effective implementation of the recommendations of IQAC. As part of the faculty development programmes, teachers are given encouragement to take up higher levels of research like Ph.D. and projects.

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

1. Develop the college into a deemed university. 2. To equip the teachers with modern technologies of teaching and learning. 3. To incorporate more vocational oriented courses and to strengthen the placement opportunities for students. 4. To renovate the 117 years old building and add a few new wings to improve infrastructure. 5. To organize national and international seminars/conferences. 6. To make admission process online and thus make more transparent. 7. To transform the woody campus into a beautiful educational institute.

### 6.5.5 – Internal Quality Assurance System Details

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

### 6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

## 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
Celebration on world Hemophilia day	17/04/2017	17/04/2017	347	194
Celebration on world Hemophilia day	10/05/2017	10/05/2017	400	209
Organized National daughter's day	11/08/2017	11/08/2017	392	248
National service scheme day	24/09/2017	24/09/2017	383	506
International day of girl child	11/10/2017	11/10/2017	587	378
Organized women's day seminar	24/11/2017	24/11/2017	606	587

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. College has installed solar system on the roof of Library building. 2. Solar lanterns/street lights had fulfilling the 20 alternative energy in college campus.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	25
Ramp/Rails	Yes	31
Rest Rooms	Yes	31
Special skill development for differently abled students	Yes	31

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	2	2	06/02/2018	7	Gender Equity	The Girls Child Protection	390

[View File](#)

#### 7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Swacchta Aagrah importance of forest and Raksha Bandhan Programmes	11/10/2017	N.S.S., N.C.C. make several awareness programme regarding conservation of forest/eradication of social sins such as dowry system/untouchability/gender discriminations/protection of girl child so that society should aware

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Blood donation camp	08/05/2017	09/05/2017	35

[View File](#)

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

- Water harvesting pit constructed.
- Plantation programs lunched
- Use of alternative sources of energy performed by setting up solar panels.
- Disposal tanks established for proper's disposal of E.water.

### 7.2 – Best Practices

#### 7.2.1 – Describe at least two institutional best practices

Best Practices - I Title: Scientific study of Consciousness Objectives of the Practice • To be a global leader in the science of consciousness. • To evolve a science of inner experience (which is repeatable verifiable) by attempting to integrate eastern and western scientific approaches and philosophy by verifying inner spiritual phenomenology of consciousness through well established scientific epistemology. Context Consciousness is the final frontier of science since time immemorial man has been intrigued by his own self, his awareness and his existence in the universe. The fundamental questions have provided the impetus for mankind to probe nature and acquire knowledge and understanding in a search for conclusive answers. Although there are different perspectives these issues have acquired great significance in the 21st century because of significant scientific and technological advances in quantum physics, information processing, artificial intelligence and biotechnology. During the past quarter century there has been an explosive multidisciplinary interest in studding consciousness from the perspectives psychology, philosophy, cognitive science, artificial intelligence, molecular biology medicine quantum physics and cosmology as well as neuro-aesthetics, neurotheology and experiential and contemplative approaches. Best Practices - II Title: Socio-Economic Development through sigma Six Q -V Approach Objectives of the Practice Societal contribution is the distinguishing thread running through the fabric of the educational framework. It has taken up following domains based on our sigma six Q-V approach to empower the adopted communities. 1. Economic independence through skilling to entrepreneurship. 2. Holistic health-physical mental and spiritual. 3. An inclusive egalitarian society characterized. 4. Environmental conservation. 5. Women's empowerment. 6. Value based quality education for all. 7. Reaching the lowest, the least, the last and the lost. 8. Evolution from

'Homosapiens' to a community of 'Homospiritualis' -a super-conscious and super - connected society. The Context India is a developing country comprising a staggering diversity of cultures and communities. India has the world's largest tribal population and it is also the most economically underprivileged. Education is the most powerful means of bringing about socio-economic development among scheduled tribes that cannot be overemphasized.

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

<http://stcchazaribag.org/>

### 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

The vision of the institute focus on the following aspects viz Global Standards, value based education, Interdisciplinary research and sustainable development. The institution has established its distinctive approach towards the comprehensive vision which is so unique and proprietary to the institution that's a part of institute's intellectual property in the form of a Trademark. The institution has four faces, viz. a. Excellence in academics b. Exploration of knowledge through research c. Excitement of innovation entrepreneurship. d. Exponent for development of a rounded personality with global vision and social responsibility. Excellence in academics A high quality of academic excellence can provide value added experience for the students. The positive outcomes are achieved by designing the curriculum to meet the global requirement and through teaching-learning methods blended with ethical values it outlines the commitment to academic performance expected of all students. The structured induction of the student into the curriculum enables to visualize the career opportunities and the approach towards achieving them. Exploration of knowledge through research The institutes determination to be transformed into a centre for major research is therefore a commitment to offer high quality teaching through: • Synergies between research education activities • Research based learning teaching The course based projects, social impact projects, certificate courses provides the knowledge and enables the students to carry out inter disciplinary research with advanced level research laboratories to fascilate the academic and sponsored projects. Excitement of innovation entrepreneurship The institute provides a platform to business startups to develop their ideas into commercially viable products. The NSS and cultural cell crucially works on generating the excitement in the young brains to produce innovation and thus laying the stones for entrepreneurship. Exponent for development of a rounded personality with global vision and social responsibility Participation of students in co-curricular activities (CCA) and extracurricular activates (ECA) helps to enhance all rounded personality to strongly face the turbulent road of the future. Experiences and appreciations gained through these activates assist students. Career guidance, personal consoling are well structured through career counseling cell. Since the vision of the institute focuses on comprehensive and sustained growth of the students and that of the institute along with its student community, the institution serves as a unique tenet which leads to appreciable all round performance by assuring global standards through value adding education and interdisciplinary research paving wags to sustainable development.

Provide the weblink of the institution

<http://stcchazaribag.org/>

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



The future plan of the institution focus on the development of the institution in following aspects viz 1. Establishment of E-Library (Inflibnet), 2. To start Post Graduate Courses in the Department of - Hindi, English, History, Political Science, Economics, Philosophy, 3. Opening New B.Ed Building 4. Establishment of Language Lab fully equipped with Internet and Interactive Board. 5. To Make Indoor Stadium and artificial Grass field. 6. Double Stored Rest room. 7. Lift Facilities for PH and Girls Students. 8. Provide Electricity through Solar System 9. To Established Botanical Garden. 10. To enlist in RIMF. 11. To Certify College with ISO