

H D JAIN COLLEGE, ARA

(A Constituent Unit of Veer Kunwar Singh University, Ara)

गजाल क नकल तऽु एगको | क्यः, वकक

ARA, District – Bhojpur (Bihar), PIN : 802301

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स्व - अध्ययन रिपोर्ट- २०१७

SELF STUDY REPORT-2017

For

वेव; कऽु , ओऱ; क; उ दक िके पऽु

(FIRST CYCLE OF ASSESSMENT & ACCREDITATION)

Track ID : BRCOGN27137



अद्भुत अनुपम अभिनव अविचल अनघ और अमान,
अमिय - मल का पयाला पीता चला अमर अभियान

'कुपथ - कुपथ रथ दै इता ओ पथ निर्दे स वह है ।
लाज लजाती ङिस्की कृति से धृति अदेशक वह है



Our Mentor :
Babu Harprasad Jain

Submitted to

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL, BANGALORE

जकवह; एव; कऽु , ओऱ; क; उ िज"कन

(An Autonomous Institution of the University Grants Commission)

SELF STUDY REPORT (SSR)

of

H D JAIN COLLEGE, ARA

(A Constituent unit of Veer Kunwar Singh University, Ara)

(Established on 21st Jan. 1942)

ARA, BHOJPUR, (BIHAR) INDIA PIN - 802301

for

Ist. CYCLE ASSESSMENT & ACCREDITATION

By

**NATIONAL ASSESSMENT & ACCREDITATION
COUNCIL**

(NAAC)



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Dr. C. S. Choudhary

Co-ordinator

College NAAC Steering Committee

प्रधानाचार्य
हो प्रो दा० जैन कॉलेज
आरा

Dr. Chandrashekhar Saha

(PRINCIPAL)

	CONTENTS	Page No.
	Acknowledgement	04
	A . Preface	07-08
	B .Executive Summary – The SWOC Analysis of the Institution	09-25
	C. Profile of the Institution	26-36
	D. Criteria - wise Inputs	
	Criterion I: Curricular Aspects	38-54
	Criterion II: Teaching, Learning and Evaluation	56-86
	Criterion III: Research, Consultancy and Extension	88-108
	Criterion IV: Infrastructure and Learning Resources	110-129
	Criterion V: Student Support and Progression	131-148
	Criterion VI: Governance, Leadership and Management	150-165
	Criterion VII: Innovations and Best Practices	167-172
	E. Evaluative Reports of the Departments:	
	FACULTY OF HUMANITY	
01.	Department of Hindi	174-183
02.	Department of English	184-193
03.	Department of Urdu & Persian	194-201
04.	Department of Sanskrit	202-209
05.	Department of Prakrit	210-217
06.	Department of Philosophy	218-226
	FACULTY OF SOCIAL SCIENCE	
07.	Department of Economics	227-235
08.	Department of Political Science	236-243
09.	Department of History	244-252
10.	Department of Psychology	253-259
11.	Department of Geography	260-269
	FACULTY OF SCIENCE	
12.	Department of Physics	270-278
13.	Department of Chemistry	279-287
14.	Department of Mathematics	288-295
15.	Department of Botany	296-305
16.	Department of Zoology	306-314
	FACULTY OF COMMERCE	
17.	Department of Commerce	315-324
	FACULTY OF VOCATIONAL STUDIES	
18.	Department of Business Administration	325-332
19.	Department of Information Technology	333-337
	F . ANNEXURES:	338-341
	Annexure – I :Certificate of Compliance	
	Annexure – II :Declaration by the Head of the Institution	
	Annexure – III :Certificate of Validity of Affiliation by V.K.S.U, Ara	
	Annexure –IV:Copy of certificate of recognition U/S 2(f) & 12B of UGC	
	Annexure – V:Copy of Latest Grant sanction letter under UGC XIIth. Plan.	
	Annexure – VI : IEQA Evaluation Result	
	Annexure – VII : IEQA Report	
	Annexure – VIII : LOI Report	

ACKNOWLEDGEMENT

This Self-Study Report prepared for the Assessment and Accreditation process by NAAC is the outcome of generosity, support, guidance and patience of all teaching, non-teaching staff and other stake holders of College. Myself, being Co-ordinator of Desk-top NAAC Steering Committee Constituted to prepare this SSR, acknowledges the untiring contribution of the H D Jain College fraternity, whose indefatigable efforts have gone into the preparation of this report.

First and foremost, my heartfelt gratitude & thanks to chairman of this committee, our principal Dr. Chandrashekhar Saha, who has extended wholehearted support to this process through inspirational leadership, steadfast and robust guidance. His faith in our efforts and abilities has been a great source of encouragement.

I also take this opportunity to thank some of our former Principals, who spared his valuable time to provide significant inputs for this Self-Study Report.

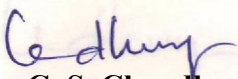
I thankfully acknowledge the support from the administrative staff of the College, led by Mr. Akhauri Mahan Sinha, Mr. Ajay Kumar, Mr. Manish Kumar and Mr. Jitendra Kr. Pathak for their cooperation and assistance needed to compile the report. The accounts department team Sri Dinesh Prasad, Sri Santosh Kumar and Sri Jai Ram Prasad Singh has to be thanked for explaining and interpreting complex figures and accounting procedures. The library team led by Sri Lakshman Mishra needs a special token of gratitude for sharing vital information regarding the library and its activities.

Our colleagues have been exemplary in their support, patience and critical engagement through the long and tedious process of compiling this report. I thank the Heads of all the Departments, the Non-Teaching staffs and the advisers of student societies, without whose support and keen interrogation, this report would not have seen the light of the day.

I also grateful to everyone, both within and beyond, the community of H D Jain College, who have contributed in any possible way towards the welfare of the college and have spared even a moment to help in the preparation of this honest fruit of labour.

Lastly, I thank NAAC for providing the college on opportunity for introspection and to discover the areas of our improvement.

Enthused by the warmth of feelings and elated with joy in anticipation, we are looking forward to the visit of the NAAC Peer Team to our college with soaring hopes and expectations that the Peer Team would acknowledge our precious little efforts and achievements for an all round development of the college, catering to the needs of the students in particular and the society as a whole.


(Dr. C. S. Choudhary)
Co-ordinator,
NAAC Steering Committee.



NAAC STEERING COMMITTEE

In pursuance of NAAC Assessment and Accreditation and to prepare Self Study Report (SSR) a complex committee has been constituted.

(Desk Top Committee)

Chairperson : Dr. Chandrashekhar Saha (Principal)

Co-ordinator : Dr. C.S. Choudhary (Botany)

Co-ordinator (IQAC): Dr. Chandra Shekhar Choudhary

Sub Committees

<p>(A) Curricular Aspects:</p> <ol style="list-style-type: none">1. Dr. Ahmad Masood (Botany) - Convenor2. Dr. Narendra Kumar (Geography) - Member3. Dr. Narendra Singh (Commerce) - Member <p>(B) Teaching, Learning & Evaluation</p> <ol style="list-style-type: none">1. Dr. Satish Kumar (Botany) - Convenor2. Dr. Nazir Akhtar (Geography) - Member3. Dr. Rizwanullah (Urdu) - Member <p>(C) Research, Consultancy & Extension</p> <ol style="list-style-type: none">1. Dr. Abhay Kumar (Botany) - Convenor2. Dr. Ashok Kumar (Physics) - Member3. Dr. Anuj Rajak (Sanskrit) - Member <p>(D) Infrastructure and Learning Resource</p> <ol style="list-style-type: none">1. Dr. Lalit Sagar (Geography) - Convenor2. Dr. Sanjay Tripathi (English) - Member3. Dr. Kundan Kumar Singh (Pol. Sc.) - Member	<p>(E) Students Support and Progression</p> <ol style="list-style-type: none">1. Dr. Kishmat Kumar (Philosophy) - Convenor2. Dr. Anjali Gupta (Zoology) - Member3. Dr. Akhilesh Kumar (Hindi) - Member <p>(F) Governance, Leadership & Management</p> <ol style="list-style-type: none">1. Dr. Naresh Prasad Singh (Eco.) - Convenor2. Dr. Anil Kumar Singh (Pol. Sc.) - Member3. Dr. Diwakar Pandey (Hindi) - Member <p>(G) Innovation & Best Practices</p> <ol style="list-style-type: none">1. Dr. Jitendra Kumar (Commerce) - Convenor2. Ajeet Kumar (Zoology) - Member3. Dr. Ranvijay Kumar (Hindi) - Member
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Internal Quality Assurance Cell

In order to institutionalize the process of quality sustenance and enhancement in Teaching, Learning and Evaluation, Internal Quality Assurance Cell has been constituted with following nominations. It is the nodal body of the college for ushering in the era of total quality management by working out appropriate intervention strategies to enhance overall quality of teaching in college. This cell has been established in pursuance of the **UGC & NAAC (National Assessment and Accreditation Council)** for our academic auditing on yearly basis.

Chairperson : Dr. Chandrashekhar Saha (Principal)
Co-ordinator : Prof. (Dr.) C S Choudhary (HoD, Botany)

Members

01. Dr. Satish Kumar (Botany)
02. Dr. Sanjay Tripathi (English)
03. Dr. Anjali Gupta (Zoology)
04. Dr. Nazeer Akhtar (Geography)
05. Dr. Anil Kumar Singh (Political Science)
06. Dr. Anuj Rajak (Sanskrit)
07. Sri Chitranjan Singh (Lab in Charge)
08. Sri Jitendra Pathak (Store Keeper)

External Experts on Quality Management / Industry / Local Community

01. Dr. Subhash Pd. Sinha (Ex. Vice Chancellor) V K S U, Ara
02. Branch Manager CBI, H D Jain College, Ara

Student's Representative :

01. Sri Dhiraj Kumar
02. Md. Jashmin Equabal



PREFACE

H.D. JAIN COLLEGE, ARA established in 1942 is the leading institution of higher learning constituent to the Veer Kunwar Singh University for all academic and administrative purposes. In a journey spanning over seven & half decades, the college has evolved from its humble beginning to a bustling institution catering to thousands of students of western Bihar & eastern Uttar Pradesh being founded prior to country's independence, H D Jain College contributed significantly in freedom struggle.

This college for last seventy five years has been a top ranked undergraduate & Postgraduate/ Science, Arts & Commerce college of Bihar, developing leaders with a global mindset, business skills with a sense of social responsibility and human touch. The college is the first choice of both UG & PG students of western Bihar Seeking to gain the skills necessary for success in contemporary global job market. The focus of the institution is on nurturing students, sharpening their skills building their foundation of knowledge and facilitating the learning they need to take their career to the highest level and to cultivate the practice of looking beyond oneself for sustainable happiness.

The college epitomizes the philosophy embedded in the divine words of Gurudev Rabindranath Tagore.

“The highest education is that which does not merely give us information but makes our life in harmony with all existence” ---- Rabindranath Tagore.

Students take a leap from information to transformation with the help of a Guru whereas a teacher imparts knowledge and fills his students with more data. At H D Jain college, Ara the faculty acts as Guru to completely transform the pupils by developing their physical, mental, emotional and spiritual abilities, so that they become balanced human being and look beyond themselves. We believe that the greatest legacy one can pass on to the learners is not only the ability to acquire money or other material things to be accumulated in life but rather a legacy of character and faith.

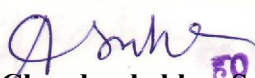
An institution with well over state of distinguished history is best illustrated

through the reputation that it has built over the years. To encapsulate this into numbers and words, therefore, is a herculean task. The present account, resultantly, is a modest attempt on part of all the components – faculty, students and the administration of H D Jain college, Ara to offer a telescopic view on well-laid out parameters of assessment. The last five years, however, have come in for a special focus in terms of treatment of Data.

Being a public institution and functioning under State university (Veer Kunwar Singh University, Ara) ensures a certain level of uniformity & constraints as such in terms of academic curriculum and procedural affairs, yet H D Jain College has striven hard to go that extra mile towards excellence in academic & co-curricular activities. Blending the rigours and challenges of modern demands of education with the established reputation of more than seven decades was never an easy proposition, but the college has valiantly withstood this with aplomb. The range of Honours & PG courses offered by the college are mainly ‘traditional’ in academic parlance, but the actual transaction of teaching – learning seeks a leverage all the available cutting edge sports, educational and communication apparatus like ICT - enabled classrooms, well equipped laboratories, automated library, modern sports facilities and a wi-fi enabled campus. Engaging with social and ethical responsibilities has been a way of life for H D Jain College fraternity. So, through its long journey the instance of intense participation in the freedom struggle in pre-independence period is ably supplanted by an inspired participation in environmental campaigns, “Swachh Bharat Abhiyan” Beti Bachao, Beti Padoo, ‘Teach for India’ campaign and a host of other socially inclusive programmes by the students and teachers alike, in the contemporary times.

The pursuit for excellence is a continuous process in this process evaluation & assessment then after accreditation will have revolutionary impact. As a matter of fact, unexamined institutions are uncrowned. Unchecked and unregulated quantitative growth of education and educational institutions pose a severe threat to qualitative growth of education. This trend certainly necessitates the development of some rigorous mechanism and parameters to endure the non – dilution of quality. This justifies the creation of the sentinel body like National Assessment and Accreditation Council (NAAC) in 1994. It has been rightly said that challenges help to bring out and sharpen the best – responses in an individual, likewise H D Jain College, Ara its preparing to the best of its collective ability to rise to the occasion to successfully meet the parameters of NAAC.

We take immense pleasure in submitting this Self – Study – Report of our college to NAAC for Ist. Cycle Accreditation. To apprise them of the continuous efforts and results of our march towards excellence in the field of all round education. The contents of report include the profile of the institution, criterion wise analytical report, cumulative evaluation of the departments and SWOC analysis. It has been a rich experience working together and I pray to God for his blessings to achieve pinnacle in the field of higher education.


प्रधानाचार्य
H D जैन कॉलेज
आरा

(Dr. Chandrashekhar Saha)
Principal

H D Jain College, Ara

B . EXECUTIVE SUMMARY

- **H D JAIN COLLEGE, ARA – At a GLANCE**
- **About Our Location - “ARA”**
- **Criteria-wise Executive Summary – SWOC Analysis of our college**
- **STRENGTH**
- **WEAKNESS**
- **OPPORTUNITIES**
- **CHALLENGES**

H D JAIN COLLEGE, ARA – At a GLANCE

College Emblem



The emblem of College bears a picture of the Sun with a lotus in the middle and an inscription **fo | ; k folnrserē** on it.

- The Sun is the perennial source of energy and light symbolizing “Dispelling the Darkness of ignorance and radiating the light of Learning” Knowledge & Wisdom.
- The Lotus with its eight petals symbolically suggests the union of the eight elements, viz, The Sun, The Moon, The Earth, The Sky, The Water, The Fire, the Air & all living organisms. It blossoms with the Sun light, and though constantly living in water remains unaffected by it. It further suggests the Philosophy of selfless action spelt out in the Gita.
- **fo | ; k folnrserē** suggests that education offers as its reward the life-sustaining nectar. In short, the emblem suggests that as the Sun shines & sustains uniformly on one & all on the earth, so does this Centre of learning impart education to its students with all fairness, honesty & integrity, preparing them for their respective roles in nation building.

College Anthem

t; fr t; gsfo | k i k. k uoy fur rjk inolnu

fo'okfe= dh fl) Hke ij
t; egkfo | ky; I qnj
ol q/kjk dksuo i kkr dk vuqe vfkulnu

Hkst igh dk ije I gkou
; g fo | k efnj vfr ikou
'kj'kg vkS ohj døj ds 'kS Z I q 'k niZk

ok. HkVV I kgr; foHk.k
f'koitu vkS^ jk/kdkje.k
I ny feJ dh t; Hke dsT; k'rez; fojpu

I g I fj I kulknz dk I ae
vkjk jE; vj.; rHFZ I e
; g feVVh rjs I kjk I svkt cuh plnu

e/kj eukj foLr r ifl j
Hou pk# fpr= r vfr l thj
fo | ; kfolnrere^ Hkfr tu&x.k&eu jtu

I R; 'kny foKku foHke;]
t; t; t& egkfo|ky;
gj i/ kn dh dfr irkdk r@ dks dksV ueu

Dr. Balram Singh
(Former Head) Department of Physics
H D Jain College, Ara

Established on 21st January, 1942, H D Jain College, Ara was the first institution of higher learning ever set up in the economically and academically backward region of Sahabad, in fact the first college between Patna and Varanasi. 'It owes its foundation to the Late Babu Harprasad Das Jain, a rich landlord and philanthropist of the town. He himself had little formal education but was a great lover of learning and firmly believed that progress and learning walked arm in arm. He executed a trust deed and donated all his property to charities in 1918. He founded Sri Adinath Trust and set apart sixty thousand rupees for setting up a College at Ara in 1919. Needless to say he was inspired to do so owing to his indomitable love of learning and innate philanthropy. He had the support and co-operation of his close friends Sri Suparshwa Das Gutpa, an educationist and retired magistrate, Sri Chakreshwar Kumar Jain, Sri Nirmal Kumar Jain and Babu Awadh Bihari Sharan, a legal luminary of the town.

Unfortunately Babu Harprasad Das Jain passed away untimely in 1920 and the college somehow or the other didn't see the light of day till 1941. However, it was founded on the auspicious day of Vasant Panchami (21st January) in 1942. Sri Adinath Trust generously donated Rs. 1,55,000 for its functioning and management. The college was named after Babu Harprasad Das Jain as a grateful tribute to the blessed soul. Within a few years of its inception the college made great strides; its fame spread far and wide and students from almost all parts of Bihar and the neighbouring state of UP started pouring on. On account of its high standard of quality teaching and academic pursuits it made mark as one of the leading institutions of Bihar and won recognition even on the national level. In deference to the request of the college Governing Body the erstwhile ruler of Dumraon, Maharaja Bahadur Ram Ran Vijay Prasad Singh, donated 13.35 acres of land to this college in the heart of the town. A small hostel was initially built on the piece of land, and later on a large hostel was constructed there with the aid of the UGC.

The college was affiliated to Patna University, then the only university in Bihar. Initially it was granted permission to impart teaching in Arts and Commerce faculties upto graduation level. Teaching in Science faculty was started in 1951. Recognizing the standard of its quality teaching Patna University granted permission for teaching Honours Courses in Hindi and Economics in 1945, and thereafter in Political Science in 1953.

ABOUT LOCATION : ‘ARA’ (BHOJPUR) BIHAR



Abdul Bari Rail-Cum-Road Bridge (Koilwar Bridge) on Sone River connecting Patna District to Bhojpur District (Ara)



Ara House : An Entry Point of a tunnel that is believed to be connected with the Jagdishpur fort of Babu Kunwar Singh



On 28th. Sept. 1942 a courageous freedom fighter of Ara “Kavi Kailash” achieved in hoisting the tri-colour flag on collectorate



Babu Veer Kunwar Singh : One of the Leaders of Indian Rebellion of 1857 belonged to Royal Ujjaini house of Jagdishpur currently part of Bhojpur District, Bihar at the Age of 80 years during India’s first war of Independence (1857)

Ara is the administrative headquarters for Bhojpur District which itself came into being in 1972 by separating Shahabad districts in two divisions namely Bhojpur and Rohtas. The current Bhojpur area came to reality in 1972. When Buxar segment of the region was separated as a new district. Ara also known as Arrah is presently headquarters of Bhojpur district in Bihar. Though the city has gone significant changes in recent decades but imprints of its past is still present and reminds the glory of age old eras.

The name ‘Ara’ originated from the Sanskrit word “Aranya’ which depicts forest. It demonstrates that this place was bordered by thick forests in the prehistoric era. According to a saga during exile when pandavas were existing in this province, they used to adore the goddess ‘Aranya’ Bhimsen destroyed monster ‘Bakasur’ at Chakra Ara and this was, soon after called ‘Ara’. An antique shrine of Devi Aranya is worshipped even today in this town. It is believed that the jungles were shattered by Mughal intruders between 1759 and 1765.

Arrah founds mention in various mythological and historical texts. One can

find many age old temples and Jain site in this part of Bihar. The city witnessed a famous battle of Buxar which was fought in the year 1764. During pre independence era Bhojpur and Buxar were interlinked as a single unit. The battle led to the defeat of grand alliances between Mir Kasim, Nawab of Begal, Mughal Emperor Shah Alam II and Shuja-ud-daulla, Nawab of Avadh. Major Hector Monro under the banner of East India Company wiped out the opponents. The battle is recorded in annals of history as it led to establishment of British rule and supremacy on firm footing in India.

The region played imperative function in the rebellion of 1857 which is also known as First war of Independence. During outbreak of 'sepoy mutine' of 1857, Babu Kunwar Singh of Jagdishpur battled against the British rule and was successful on many occasions. He brought down the union Jack from Jagdishpur fort and hoisted his flag. The interesting part is that he was eighty years old during the outbreak of rebellion but then also successfully countered British on many occasions.

The freedom movement of 1942 took a livid twist in the region and on 28th September 1942 a courageous freedom fighter 'Kavi Kailash' of town achieved in hoisting the tri-colour flag on the collectorate but eventually he was tormented brutally by the British constable and he was clinched to death. Arrah is home to many eminent personalities from various fields. National leaders like Babu Jagjiwan Ram, Dr. Ram Subhag Singh and others who fought tremendously for the freedom struggle and become significant Politicians of independent India, were born in this town. The renowned mathematician Dr. Bashishtha Narain Singh was also born in this district.

This region has for all time presented as the model of collective harmony. People of each and every religious conviction energetically take part in the celebrations of each other. In addition to numerous temples of Hindus Churches, Mosques, Gurudwaras and Jain temples are also in considerable numbers in the town. The renowned Aranya Devi temple and Shahi Masjid of Muslims are positioned in the heart of the city. The town has two Churches and King George -V performed prayers in the cathedral located in the west of the town. The antique shrine of Lord Shiva named as 'Sidhnath Mahadeo' in the Muhalla Bindtoli is supposed to be illustrated in the Ramayana. The city is as will be set in elevated regard by Jain disciples due to existence of range of Jain shrines and holy place.

The economy of Arrah relies chiefly on farming and cultivation which is due to Sone Canal in its southern side and rich Gangatic plains in the north. Rice, Pulse, Maize and wheat are the chief crops of Arrah, although other crops like gram, arhar, mansoor & sugarcane. As well as fruity trees like Guava and mango form a considerable portion of the agricultural cultivation of this region. The region is extremely fertile for vegetable cultivation, particularly potatoes and tomatoes.

The city has a well equipped rail network, it is on main railway route Howrah /

Kolkatta --- New Delhi. It has good connectivity to major destinations. All the major trains in this route halts in the city. Although Arrah does not have an airport, the city is well connected by road to the nearest airport located in the State Capital Patna. The airport is located 45 Kms away from the city with ample number of buses and taxis plying. All the major air carriers connect Patna to other major cities of India.

Location	:	25.34 ⁰ N 84.40 ⁰ E
Altitude	:	620 ft. above sea level
Winter temperature	:	9 ⁰ C – 27 ⁰ C
Summer Temperature	:	23 ⁰ C – 41 ⁰ C
Major festivals	:	Diwali, Holi, Dussehra, Ramnovami, Janmashtami, Shivaratri.
Language Spoken	:	Bhojpur, Hindi and Urdu.
Rivers	:	Ganga & Sone.
Govt. Colleges	:	Maharaja College, S.B. College, M.M. Mahila College, Jagjiwan College.
State University	:	Veer Kunwar Singh University

A. EXECUTIVE SUMMARY

CRITERION I: CURRICULAR ASPECTS

Criterion I gives an account of H D Jain College's academic programmes, and innovations and achievements in enriching the University prescribed curriculum. This account is anchored in the unique vision and mission of the College, which shapes its teaching objectives. The College is committed to the core principle of enabling self-actualization in students and teachers through participatory structures which feed into, and are in return augmented by, multi- point linkages with external fields. The vision, mission and guiding principles of the College are disseminated through the website, regular events of interaction between the present community and the alumni, the Annual Founder's Day Celebrations and the College magazine 'Abhiyan'. The prescribed University curriculum, to which the College strictly adheres, is implemented through Staff Council-mandated committees such as the IQAC and Research Committee'. This system of Committees ensures that the stated objectives of the curriculum are well achieved in the course of implementation. Additionally, departments have internal systems for workload allocation, preparing Lesson plan, taking stock of teaching progress, mid-Session internal tests, moderation of internal assessment, and reviewing student performance. While the College benefits from implementation support from the University, it also internally supports its teaching staff through open channels of communication, provision of leave for capacity-building initiatives, and financial assistance to attend academic events. We also provides infrastructural and technological support in the form of ICT-enabled classrooms, laboratories, library and research database access, Wi-Fi internet access, laptops, etc. Enabling and encouraging

research and publication by students is an important means to operationalize the curriculum more effectively, especially through the internal assessment component. Extra-classroom enrichment events, from offsite trips to seminars are also organized in significant numbers every year. Relationships with research bodies and the University are maintained, firstly, through the College. Teachers of the College have secured prestigious research projects, publish regionally & nationally, as well as through university centres. Teach at the postgraduate level; and several serve in University posts (including as Mentor at the Cluster Innovation Centre). Thirdly, through the students: a large number participate in the National Service Scheme (NSS) and the National Cadet Corps (NCC), which have a tiered structure from the College to the university level. Finally, faculty, students and the College as a whole participate enthusiastically in Tarang (the University's annual cultural event), and events such as —Swachh Bharat Abhiyan|| and World Yoga Day. A significant number of the College faculty is actively engaged in curriculum design and syllabus development at the University. Teachers also serve on various high level committees of the university from time to time such as the Academic Council, Executive Council, Deanships of student welfare, Committees of Courses and Studies, and contribute to distance education initiatives. In addition to University-prescribed courses, the College has at various times offered auxiliary value-addition programs, such as remedial classes, coaching for entry in Govt. services, soft skill development, some of which are designed in-house by the faculty and are self-funding.

The culmination of all the above factors from the University level, through the College, and down to the College departments and student societies, is a holistic and flexible approach to the curriculum, as the core of developing the student into a well-rounded citizen. This Criterion specifically sets out how the College enables its students to develop competence in and awareness of cross-cutting issues such as, gender, climate change and environmental education, and human rights.

A system of feedback on the College's curriculum-related activities has also been devised. Additionally, student feedback opportunities are ensured by the College Departments' practice of maintaining open communication.

CRITERION II : TEACHING-LEARNING AND VALUATION

The college has an Internal Quality Assurance Cell (IQAC) that meets periodically to discuss the various issues regarding teaching-learning and evaluation. The process of admitting students to various programmes is transparent. Students are admitted on the basis of their performance in qualifying exams followed by an Counselling. However, the college follows the guidelines laid down by the Government of Bihar in matter of reservation. It is a co-educational institution, and in some disciplines the number of girls exceeds that of boys. For differently-abled students also, there is a reservation policy. Freeship is given to economically marginalized students. For all-round

development of students, the college offers a proper blend of academics and sports. Before the commencement of various programs, there is an orientation program in which the students are made aware of the traditions and objectives of the college. The college is sensitive to the needs of disadvantaged students for whom gap, remedial classes, counselling and special classes are organized. The academic progress of students are carefully and continuously monitored. Great emphasis is laid on assignments and continuous internal evaluation. The college lays great stress on attendance. The college follows the academic calendar of the university. The teaching-learning method is increasingly becoming student-centered. In some departments like BBA, B.Sc (IT) Hons., free internet access is provided to students so that they can use it for self-study. College has a well-stocked central library from which students borrow books regularly.

Reservation policy in admission is followed as per state/central/university and some quota's defined by college internal management obeying the social responsibility. Following reservation policy is followed by college admission committee in admission process of all courses.

- 01 . SC – 16%; 02. ST – 01% ; 03. BC-I – 18% ; 04. BC-II – 12% ; 05. Differently abled – 03% ; 06. Doner's quota – 02% ; 07. BCW – 03%
08. Dependents of college/university teaching staff – 05%
09. Dependents of personals under central / state gov. transferable job (Army/Bank /Rly./Administration) – 05%
10. Sports/Games/Music and fine arts quota – 04%

The notice of admission in the month of May/June of each year is published on college notice board, local news paper and college website. The college follows a completely transparent admission policy by printing the admission criteria in prospectus and displaying it on the college website.

The total student's strength is **8017** out of which **2761 – Girls** and **5256- Boys**

CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION

The college encourages and extends all help possible to promote research activities in the college. Adequate infrastructure and human resources are provided by the institution for smooth progress and implementation of research schemes/projects and other research initiatives. Network centre, journals and e-journals are made available to all faculties to facilitate research activities in the college. College is member of INFLIBNET and faculty members have got their own N-list A/C and password, with this facility one can access thousand of e-journals and research databases. Teachers are motivated in the department to pursue at least one minor/major research project in their area of specialization or one that is inter-disciplinary in nature. Several faculty members have published and presented a large number of research papers in various National / International seminars in their individual capacity and in collaboration with associates. The study circle of the teacher's council holds interdisciplinary sessions for paper presentations by annual college magazine.

The college boasts of excellent record of accomplishment with respect to extension activities in the different categories like Community development, Social work, Health and hygiene awareness, Health camp, Adult education and literacy, Blood donation camp, Environment awareness, Gender sensitization etc. college has two units of NCC and two units of NSS. A neighboring Dalit Tola has been adopted by the NSS Units of the college for creating health-care/hygiene/education awareness. NSS and NCC Cadets visit the local orphanage on important festivals for distribution of gifts among the inmates, to share the joys of living with them. Community orientation activities are reflected through blood donation camps/AIDS /nutrition awareness programmes. The NSS Units organize extension programmes like cleaning/plantation/literacy mission/community health/ blood donation camps/National Youth Day/relief work. The Women's Cell addresses issues regarding women staff/students, primarily fostering their social responsibilities and imparting information about sexual harassment. It takes initiatives for guidance/counseling of women students. Extension activities ensure the growth of students' awareness as responsible and humane citizens.

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

As for infrastructural and learning resource facilities we possess a huge and magnificent building structure spread over in 22.18 acres of land in an area which has become the epicenter of education. Total built up area is 26304.00 sq.mtr. We have 25 classrooms in the Science, Arts and Commerce blocks in the main building, 01 Seminar hall, 19 laboratories, 02 botanical garden, 01 rich library, 01 language labs, 01 computer lab, 01 field for outdoor games and a unique gymnasium and an environmental friendly green campus. We have a boy's hostel for 80 inmates, 02 separate common rooms for boys & girls. We have recreational and health care facilities, internet and Wi-Fi facilities in campus. The college ensures optimal allocation and utilization for available financial resources for maintenance and upkeep of available facilities and is always seeking to add new ones.

The sprawling lawns and vast playgrounds lend magnificence to the physical infrastructure. The Environment Society ensures that the campus remains pollution free and green. To keep it healthy and eco-friendly, burning of dry leaves and polythene bags are prohibited on the campus. A visiting doctor attends to the minor medical needs of the staff /students. In coordination with other academic support units on campus, the Library provides services that support the College's diverse curriculum in Arts, Commerce, Science and Information Technology. The impressive collection of books, journals and other library material provides resources to explore all areas of human knowledge within the framework of learning. Internet facility is available for all library users. The use of ICT as a learning resource, which enables individualized instruction and collaborative learning, is being used by a couple of departments. ICT rich environment is being further developed to encourage students to become more focused in their learning.

Augmentation of infrastructural facilities has been a regular practice for promoting and sustaining the academic excellence. In order to make a continuous improvement in the infrastructure of the college, the college sends its concrete proposals to UGC in successive Five-Year plans. With the help of the grants received from UGC in five year plans, the institution has continuously expanded its infrastructure in order to keep pace with academic challenges.

The college Budget Committee allocates money for a maintenance fund in its Annual Budget for maintaining the physical infrastructure of the college. The Institution makes best possible efforts to keep the whole college campus beautiful & sanitized with the help of its own team of gardeners and other facilities like grass cutter, water pumps etc. The whole college campus is full of beautiful plants and lush green lawns.

The college has 02 Gensets for uninterrupted supply of electricity and 01 bore wells for maintaining the drinking water supply. Central computer centre, Language lab, Central Instrumentation lab enrich the teaching learning experience in the college.

Wi-Fi networking has been setup in campus by Bihar State Govt. Smart boards have been installed in most of PG science departments. The college has a separate Department of B.Sc.(IT) in the Self-Financing Scheme. It has 50 functional computers. Moreover, computer facility with internet connection is also available in Physics, Chemistry, Botany, Zoology, Psychology, BBA and B.Sc. (IT) department.

Library is also being computerized with a standard software. The central library has about 60,000 books and it subscribes to a number of research journals, periodicals, magazines and newspapers. To maintain discipline in the library and supervise its smooth functioning a Library Advisory Committee is constituted every year. The campus is equipped with CCTV camera at prominent places to make the environment free from ragging or any type of harassment.

The college has a well equipped sports and physical education center, having facilities of outdoor and indoor games. Students are always encouraged to make maximum possible use of these facilities. The institution has achieved a distinction of establishing a gymnasium and wrestling facility in the college campus. It is worth mentioning that students of the college have always represented university, state and national tournaments.

In order to attend the medical emergencies in the college, the institution has got the facility of health care centre having the services of a part time doctor.

CRITERION V: STUDENT SUPPORT AND PROGRESSION

Students are the real wealth of a nation. They are the potential human resources for national development. Only well groomed and nicely nurtured students with the dexterity of hand, head and heart can be fine human beings. The college has fine fusion of the excellence of academics and extra-curricular activities. Various student support and progression activities bloom the hidden creative talent. Professional Guidance, Information & Career Counselling bureau guides the students to energies their cognitive skills in

order to receive rich dividends. The college practices multiple activities to make the students enlightened citizens of the country. The rich roll of old distinguished students and their spectacular contribution to humanity is the real success of the college.

The college provides fee concessions stipends and scholarships to SC/ST/BC-I and economically weaker sections under Bihar Govt. and Central government schemes. Many NGOs also help the economically disadvantaged students and the college accomplishes its mission and goal of upliftment of the weaker sections of the society. Students belonging to differently abled category are given specific physical and psychological boost so that they should be at par with their peers. For the progression of the students, best support mechanism cum fine exposition plan is executed. Edutainment cum excursions keep the students well informed and sharply awakened. Interaction with the experts and masterminds broaden their academic acumen and ignite their ingenuity and brilliance. Students carve their entrepreneurial skills. There is foolproof safety and security for the girls. NCC, NSS and different societies contribute profusely for the complete personality of the students. The distinguished Alumni of the college always provides for further support and progression of the students. The college has a rich roll of highly skilled academicians. Both formative and summative evaluation approaches to test the achievements are practiced. Remedial classes and special coaching classes are held for the weak students so that they can perform well. Students' Career & Counselling Cell keeps a vigilant eye on the progress of the students. NCC, NSS, Sports and different students societies bring out the multi-dimensional development of the students.

CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT.

Since this college is a constituent unit of V.K.S.U, Ara the major affairs regarding of policy, examination, course curriculum and personnels are managed by university. The College administration is assigned by the different committees, councils and board constituted by the head of the institution Principal/Prof.-In-Charge as per the guide – line framed by university, govt., and UGC to maintain transparency in management. There is a Bursar (Income) and a Bursar (Expenditure) appointed by the university who looks after the incoming and outgoing funds of the college.

Teamwork leads to the best practices of the institution. The participative/democratic principle of the management propels all plans and policies and their implementation and effect, towards consultation with the committees and boards. IQAC looks after the quality in imparting education. Thus, empowerment through total decentralization of the administrative system promotes co-operation, sharing of knowledge and innovations. The development, supervised by the management, comprises extension of building, providing additional facilities, introduction of new courses, inclusion of new faculty, employing visiting teachers, etc. The democratic set-up is extensive with each unit having fullest freedom to innovate and plan its perspectives of development, maintaining the line of hierarchy to ensure harmony. Funds are

allocated/grants are applied for as per UGC schemes for the building/development projects of the college. Income/expenditures are closely monitored by the Bursar and Accountant and overseen by the Principal. Judicious expenditure of funds involving proper procedure for purchases by the Purchase Committee with regular audit (Internal and external) of the budget indicates transparency in financial affairs.

The governance of the college is democratic and participative. Various cells and committees have been delegated with adequate power and responsibility. Admission committees look after the fair admission process, Proctorial Board looks after the discipline in the campus, college development committee makes planning and its implementations for the all round development of the college. The teachers and the non-teaching staff work as a group. Meetings of the teachers and non-teaching staffs are held regularly. Grooming of leadership is done at four levels – academic and research (among the teachers), curricular, extra-curricular (among students) and environmental (both students and others). Planning is done in three categories: academic, infrastructure and administrative measures for quality improvement of the curricular activities are regularly taken. The college maintains updated financial reports done by institutional and external bodies. IQAC (Internal Quality Assurance Cell) of college reviews and audits the academic activities of the college.

CRITERION VII: INNOVATIONS AND BEST PRACTICES.

Established for the value oriented and the most recent learning for the students, H D Jain College, Ara ardently believes in innovative best practices. The college is fully aware of environment consciousness, Many initiatives have been taken to make the campus eco-friendly. The traditional tubes and bulbs have been replaced with CFL, LED and Solar lights. The college has power saving features on all the computers in the labs. Besides, there is a rule that each electronic item should be unplugged when it is not in use. Solar lamps have been installed. Realizing the scarcity of water, Rain Water Harvesting system has been introduced. **‘Go Green and Keep Clean’** is the paradigm principle of the institution. Ramps for differently-abled students have been made. For the optimum and effective functioning of the college, administrative mechanism has been decentralized through different layers like Academic Council, the Heads of the departments and various committees. The whole campus has Wi-fi connectivity INFLIBNET N-List facilities for e-earning and easy browsing of the books and journals have been provided to the students. Many concessions in Admission fee are given to the poor, outstanding and needy students. The college also helps them to get many stipends, scholarships and financial Aids from many NGOs and other organizations. Remedial classes are held to boost the academic acumen of weak students. Many incentives are given to the meritorious students.

The prime objective of the institution is the growth of the complete personalities of the students so that they can be first rate citizens who can contribute for National Development. Creative writing test is arranged to

select students' editors for the reputed college magazine “**vflk; ku**” “**ABHIYAN**”. This practice is very rewarding. Distinguished old students are conferred with several awards. The old students feel fully attached with their Alma mater. Edutainment Excursions and the visits to the industries and tourist places give an ample opportunity to the students to explore and expand their knowledge and learning from outside world. The superannuated staff is invited on different functions of the college. This practice rejuvenates and reinvigorates them and helps in keeping familiar bond of Fraternity intact. All work together in complete harmony for academic excellence. Seminars are organized on regular basis. Commerce lab. has been established to give hands on experience to B.Com & M.Com Students.

SWOC Analysis of the College

Strengths:

- Established in 1942, H D Jain College, Ara is the premier and one of the oldest higher educational institutions of Bihar with distinct reputation for excellent teaching performance.
- The College is proud of its library collection. It is one of the earliest libraries in the University to have automated with OPAC and bar code tracking to all its books. The College follows the practice of annual weeding out of books, done by the faculty of different departments.
- The annual college magazine ‘**ABHIYAN**’ has been published since 1942 regularly providing platform to portray creativity of students and teachers, it is popular among academics since long.
- The College has moved to the forefront of the knowledge-based economy by incorporating technology in its pedagogical methodology. The entire college campus is Wi-Fi enabled and ICT facility is provided to the library and to the classrooms.
- The huge 22.18 acres college campus has minimal spaces covered with concrete. Its sprawling green lawns are consistent with the best environmental practices and water harvesting mechanisms. They also serve as cultural hot-spots for student activities.
- The college has a dedicated teaching & non-teaching staff who is managing the Institution against all odds.
- Institutional Social Commitments are fulfilled through active participation in outreach activities under piloting of NSS and NCC.
- Teachers regularly participates in seminars, workshops and conferences to get updated on the changing trends in education and related areas.

- The principal personally interacts with the students of each department in regular manner to get their problems, if any, and solve.
- The principal seek advice from guardians, students, local socialites, employers regarding betterment of teaching and learning quality during interaction with them, which is organized on regular basis.
- Placement Cell is active and helped several students to get placement in reputed establishments.
- Women harassment and ragging free campus.
- Good sports facilities.

Weaknesses :

- Acute shortage of permanent teaching and non-teaching staff no appointment has been done since last 10 years.
- Due to non-availability of dedicated Examination hall classes are adversely affected during examination period.
- There is a need for more vocational and Add-on courses and better placement opportunities in the college.
- At present time, the Bhojpur region have almost negligible Industrial growth, which resulted into narrow scope of employment generation and Industry – Institution interaction, that’s why despite all efforts we have not been able to attract too many companies for campus placements.
- The college needs more autonomy and financial support in order to develop with good pace.
- Increased student intake has, so far, not been matched by the expansion of physical infrastructure. This results in cramped classrooms.
- Our repertoire is constrained in terms of academic subject offerings. For example, the College offers almost the entire range of conventional subjects as Honours’ & PG courses; however, the emerging fields and application-based courses like bio-technology, Computer Applications, Applied psychology could not be started.
- The IT potential needs to be taken full advantage of more Interactive Board and projectors need to be provided in the classrooms.

- Transport facility lacking.
- Lack of research collaborations.

Opportunities

- There is ample scope for technical /vocational courses to be started in the college so as to make it a better centre of learning & placement.
- Since the college is located in a very influential region, from where several leaders of national repute emerged and contributed immensely to the growth and development of state and the nation, they should be motivated to provide financial and administrative help for the upliftment of college.
- Agro based Research Centres can be established.
- Possibility of collaboration with research institutes and institutions of National importance.
- There are ample opportunities to incorporate ICT & e-learning and other modern methods of education.
- A constant need has been felt for the meaningful alumni connect. Areas where alumni engagement can make significant contributions have already been identified, e.g. curriculum development and delivery, mentoring students, holding visiting sessions, and steering the College ahead through endowments. The College has chalked out certain constructive initiatives in the pipeline, e.g. opening an alumni office for effective communication, issuing a quarterly e-newsletter, starting weekend monthly alumni evenings, allowing the use of infrastructure at concessional rates, organizing sports events, opening global chapters, nominating one Governing Body member from alumni to name a few.

Challenges :

- Improve upon communication skill and develop global competencies especially among our rural based students.
- Infrastructure constraints in meeting multiplying future requirements.
- Structured and rigid regulatory framework including increasing the strength of Permanent faculty and infrastructural constraints
- Indifference of industry attitude towards academics.

- Efforts to pull out/change mind set of conservative parents and students.
- Increase financial availability.
- To use the low student-teacher ratio to full so that infrastructure is completely and effectively utilized.
- Poor schooling of the students and lack of basic knowledge about the subjects create problem in progress of the curriculum.
- To achieve academic excellence utilizing the services of resource persons and ad-hoc teachers.
- Encouraging research attitude among faculty and students.
- To develop ICT skill among students.
- Mushrooming of non-standard educational / professional institutions in surrounding areas.
- Some of the conventional courses such as philosophy, Sanskrit and Persian are becoming obsolete in the eyes of students because of scarcity of jobs in such discipline. We have the challenge to make those subjects vocationally vibrant and functional.
- To motivate the faculty and university officials to bring change as per the demand of job market in the courses of studies and progressive paradigms in Higher Studies.

Future Plans

- Developing the college into a Centre of Education with Potential of Excellence.
- To establish Agro based Research Centre.
- To develop a good sports complex.
- To start Statutory Professional Regulatory Council's recognized courses such as B.Ed, MCA, MBA, etc.
- Efforts to create consciousness and management of solid and bio disposable wastes.

- To enhance the Alumni inputs and supports towards finance, academics and personal presence.
- To obtain more research project from different funding agencies.
- To establish Research Centre
- To organize more seminar, symposia and workshops.
- To establish full-fledged ICT facilities
- Development of collaborations with National level bodies (ICSSR, UGC, NCERT and MHRD) for research and training including research projects.
- Publication of journals.
- Providing transport facilities to the students / staff.
- Addition of new lecture theatre's and Labs.
- MoU with industries and research organizations for the purpose of industry employability sharing resource in terms of teaching, career guidance on-the-job-training, placements etc.

Profile of the Constituent College

1. Name and Address of the College:

Name :	H D JAIN COLLEGE		
Address :	Station Road ARA (BHOJPUR)		
City : ARA	Pin: 802301	State: BIHAR	
Website	www.hdjaincollege.org		

2. For communication:

Designation	Name	Telephone with STD code	Mobile	Fax	Email
Principal	Dr. Chandrashekhar Saha	O:06182- 239178 R:	9431419470	06182-239178	principalhdjaincollegeara@gmail.com
Steering Committee Co-ordinator	Dr. C. S. Choudhary	O:06182- 239178 R:	9472810081	06182-239178	hdjaincollege@gmail.com

3. Status of the Institution:

- Affiliated College
 Constituent College
 Any other (specify)

4. Type of Institution:

- a. By Gender
- i. For Men
 - ii. For Women
 - iii. Co-education
- b. By Shift
- i. Regular
 - ii. Day
 - iii. Evening

5. It is a recognized minority institution?

- Yes
 No

If yes specify the minority status (Religious/linguistic/ any other) and provide documentary evidence.

N/A

6. Sources of funding:

- Government
 Grant-in-aid
 Self-financing
 Any other

7.a. Date of establishment of the college: ...**21/01/1942**..... (dd/mm/yyyy)

b. University to which the college is affiliated /or which governs the college (If it is a constituent college) **Constituent unit**

VEER KUNWAR SINGH UNIVERSITY, ARA

c. Details of UGC recognition: Recognised by **UGC u/s 2(f) & 12B**
(Enclose the Certificate of recognition u/s 2 (f) and 12 (B) of the UGC Act)

d. Details of recognition/approval by statutory/regulatory bodies other than UGC(AICTE, NCTE, MCI, DCI, PCI, RCI etc.)

Under Section/clause	Recognition/Approval Details Institution / Department Programme	Day, Month and Year (dd-mm-yyyy)	Validity	Remarks
i.	- N/A -	- N/A -	- N/A -	- N/A -
ii.	- N/A -	- N/A -	- N/A -	- N/A -
iii.	- N/A -	- N/A -	- N/A -	- N/A -
iv.	- N/A -	- N/A -	- N/A -	- N/A -

(Enclose the recognition/approval letter)

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks(If any)
i.2 (f)	11/06/1983	
ii. 12B	11/06/1983	

8. Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?

Yes No

If yes, has the College applied for availing the autonomous status?

Yes No

9. Is the college recognized?

a. by UGC as a College with Potential for Excellence (CPE)?

Yes No

If yes, date of recognition:N/A..... (dd/mm/yyyy)

b. for its performance by any other governmental agency?

Yes No

If yes, Name of the agency and Date of recognition: ...N/A...
(dd/mm/yyyy)

10. Location of the campus and area in sq.mts:

Location *	URBAN
Campus area in sq. mts.	89760 Sq. mtr.
Builtup area in sq. mts.	26304.56 Sq. mtr.

(* Urban, Semi-urban, Rural, Tribal, Hilly Area, Any others specify)

11. Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or in case the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.

- Auditorium/seminar complex with infrastructural facilities
(Available)
- Sports facilities
- Play Ground **(Available)**
- Swimming Pool – **Not Available**
- Gymnasium **(Available)**
- Hostel

▪ **Boys' hostel** – **Available**

i. Number of hostels - **One**

ii. Number of inmates – **One Hundred (100)**

iii. Facilities (mention available facilities)

- 1. PLAY GROUND**
- 2. HOSTEL MESS**
- 3. 5 INTEGRATED LAWNS**
- 4. A BIG COMMON ROOM**
- 5. READING ROOM**
- 6. DINING HALL**
- 7. A KITCHEN**
- 8. ADEQUATE WASHROOMS**
- 9. TEA/SNACKS STALL**
- 10. PURIFIED DRINKING WATER FACILITIES**

*Girls' hostel N/A

i. Number of hostels – **One**

ii. Number of inmates – **Sixty Six (66)**

iii. Facilities (mention available facilities)

- 1. PLAY GROUND**
- 2. HOSTEL MESS**
- 3. 5 INTEGRATED LAWNS**
- 4. A BIG COMMON ROOM**
- 5. READING ROOM**

6. DINING HALL
7. A KITCHEN
8. ADEQUATE WASHROOMS
9. TEA/SNACKS STALL
10. PURIFIED DRINKING WATER FACILITIES

*Working women's hostel **(Not Available)**

- i. Number of inmates - N/A -
- ii. Facilities (mention available facilities) - N/A -
- Residential facilities for teaching and non-teaching staff (give numbers available — cadre wise) **N/A**
- Cafeteria — **Available**
- Health centre — **Available (First aid & Emergency care facility)**

Inpatient, Outpatient, Ambulance... **N/A**

Health centre staff –

Qualified doctor Full time Part-time

Qualified Nurse Full time Part-time

- Facilities like:

Banking : **(Available) Branch of Central Bank of India**

Post office : **(Available)**

Book shops: **(Available)**

- Transport facilities to cater to the needs of students and staff **(Not Available)**
- Animal house **(Not Available)**
- Biological waste disposal : **(Available, Sold after Collection)**
- Generator or other facility for management/regulation of electricity and voltage **Yes(Available)**
- Solid waste management facility **(Available)**
- Waste water management **N/A**
- Water harvesting **Yes(Available)**

- 12.** Details of programmes offered by the college(Give data for current academic year)

SL. No.	Programme Level	Name of the Programme Course	Duration	Entry Qualification	Medium of instruction	Sanctioned /approved student strength	No. of students admitted
01	Under-Graduate	B.A(Hons.)	3 Years	10+2 or equivalent Exam. Pass from any recognized senior secondary Exam. Board with minimum 45% for Hons. Course.	English /Hindi	Arts – 1530	1530
		B.Sc(Hons)	3 Years	10+2 or equivalent pass with aggregate 45% and at least one sub. As course of studies at 10+2 level PCM.	English /Hindi	Hindi	60
						English	112
						Urdu/Persion	22
						Prakrit	52
						Sanskrit	45
History	450						
Pol. Sc.	195						
Economcis	187						
Geography	180						
Psychology	180						
Philosophy	40						
Mathematics	07						
B.Com (Hons.)	3 Years	----Do----	English /Hindi	Sc.- 630	630		
BBA	3 Years	----Do----	English /Hindi	Mathematics	240		
				Physics	120		
				Chemistry	120		
B.Sc. (IT)	3 Years	10+2 or equivalent pass with aggregate 45% and at least one sub. As course of studies at 10+2 level PCM	English /Hindi	Botany	75		
				Zoology	75		
B.Com (A/c Hons.) – 450	3 Years	----Do----	English /Hindi	B.Com (A/c Hons.) – 450	450		
BBA-60	3 Years	----Do----	English /Hindi	BBA-60	32		
B.Sc. (IT): 60	3 Years	10+2 or equivalent pass with aggregate 45% and at least one sub. As course of studies at 10+2 level PCM	English /Hindi	B.Sc. (IT): 60	25		
02	Post-Graduate	M.A	2 Yrs.	B.A (Hons.) pass with atleast 45 %		M.A- 415	231
						Hindi	62
						English	47
						Urdu/Persion	47
						Prakrit	47
						Sanskrit	47
						History	94

						Pol. Sc.	94
						Economcis	62
						Geography	75
						Psychology	94
						Philosophy	47
		M.Sc.	2 Yrs.	B.Sc. (Hons.) pass with atleast 45 %	English /Hindi	M.Sc.- 306	240
						Mathematics	62
						Physics	50
						Chemistry	50
						Botany	50
						Zoology	50
		M.Com	2 Yrs.	B.Com. (Hons.) pass with atleast 45 %		M.Com- (A/c) Honours.	450

13. Does the college offer self-financed Programmes?

Yes No

If yes, how many?

14. New programmes introduced in the college during the last five years if any?

Yes No Number

Yes	✓	No		Number	02
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15. List the departments:(respond if applicable only and do not list facilities like Library, Physical Education as departments, unless they are also offering academic degree awarding programmes. Similarly, do not list the departments offering common compulsory subjects for all the programmes like English, regional languages etc.)

Particulars	UG	PG	Research
Arts	Hindi	Hindi	--
UG -11	English	English	--
PG-11	Urdu	Urdu	--
Research -0	Sanskrit	Sanskrit	--
	Prakrit	Prakrit	--
	Philosophy	Philosophy	--
	Economics	Economics	--

	Political Science	Political Science	--
	History	History	--
	Psychology	Psychology	--
	Geography	Geography	--
Science			
UG -05	Physics	Physics	--
PG-05	Chemistry	Chemistry	--
Research -0	Botany	Botany	--
	Zoology	Zoology	--
	Mathematics	Mathematics	--
Commerce			--
UG -01	Accounts	Accounts	
PG -01	Accounts	Accounts	
Research -0			
Vocational/ UG – 02 Professional Studies (Self Financed)	B.Sc.(IT), BBA	UG	--

16. Number of Programmes offered under (Programme means a degree course like BA, BSc, MA, M. Sc. M.Com...)
- a. annual system
- b. semester system
- c. trimester system
17. Number of Programmes with
- a. Choice Based Credit System
- b. Inter/Multidisciplinary Approach
- c. Any other (specify and provide details)
18. Does the college offer UG and/or PG programmes in Teacher Education?
- Yes No
- If yes,
- a. Year of Introduction of the programme(s).....N/A.....
(dd/mm/yyyy)
and number of batches that completed the programme
- b. NCTE recognition details (if applicable)
Notification No.:N/A.....
Date:N/A..... (dd/mm/yyyy)
Validity:.....N/A.....
- c. Is the institution opting for assessment and accreditation of Teacher Education Programme separately?
- Yes No

19. Does the college offer UG or PG programme in Physical Education?

Yes No

If yes,

a. Year of Introduction of the programme(s).....N/A.....
(dd/mm/yyyy) and number of batches that completed the programme.

N/A

b. NCTE recognition details (if applicable)

Notification No.:N/A.....

Date:N/A..... (dd/mm/yyyy)

Validity:.....N/A.....

c. Is the institution opting for assessment and accreditation of Physical Education Programme separately?

Yes No

20. Number of teaching and non-teaching positions in the Institution

Positions	Teaching Faculty						Non-teaching staff		Technical staff	
	Professor		Associate Professor		Assistant Professor		*M	*F	*M	*F
Sanctioned (135)	*M	*F	*M	*F	*M	*F	*M	*F	*M	*F
Sanctioned by the UGC/University/State Government recruited	20	--	22	10	01	01	94	03	35	0
<i>Yet to recruit</i>										
Sanctioned by the Management/ society or other authorized bodies <i>Recruited</i>										
<i>Yet to recruit</i>										

***M-Male*F-Female**

21. Qualifications of the teaching staff:

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teacher							
D.sc./D.Lit.							
Ph.D.	19	--	22	09	01	01	52
M.Phil.	--	--	--	--	--	--	
PG	01	--	--	01	--	--	02
Temporary teachers							
Ph.D.					03	01	6
M.Phil.							
PG					01	01	03
Part-time teachers							
Ph.D.					08	03	11
M.Phil.							
PG					37	06	43

22. Number of Visiting Faculty /Guest Faculty engaged with the College.

26

23. Furnish the number of the students admitted to the college during the last four academic years.

Categories	Year 1 2013-14		Year 2 2014-15		Year 3 2015-16		Year 4 2016-17	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	951	422	947	415	979	335	987	434
ST	53	22	54	19	61	22	63	27
OBC	2172	939	2162	920	2169	905	2182	947
General	2242	1070	2232	1050	2225	1047	2342	1089
Others								

24. Details on students enrollment in the college during the current academic year: 2016-17

Type of students	UG	PG	M.Phil.	Ph.D.	Total
Students from the same state where the college is located	5700	2021	---	---	7721
Students from other states of India	117	42	---	---	---
NRI students	---	---	---	---	---
Foreign students	---	---	---	---	---
Total	5817	2063	---	---	7721

25. Dropout rate in UG and PG (average of the last two batches)

UG PG

26. Unit Cost of Education

(Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled)

(a) Including the salary component Rs.

(b) Excluding the salary component Rs.

27. Does the college offer any programme/s in distance education mode (DEP)?

Yes No

If yes,

a) Is it a registered centre for offering distance education programmes of another University

Yes No

b) Name of the University which has granted such registration.

c) Number of programmes offered

d) Programmes carry the recognition of the Distance Education Council.

Yes No

28. Provide Teacher-student ratio for each of the programme/course offered

UG : 1:100 PG : 1:48

Vocational/ Self- Financed : 1:25

29. Is the college applying for

Accreditation : Cycle 1 Cycle 2 Cycle 3 Cycle 4
Re-Assessment:

(Cycle 1 refers to first accreditation and Cycle 2, Cycle 3 and Cycle 4 refers to re-accreditation)

30. Date of accreditation* (applicable for Cycle 2, Cycle 3, Cycle 4 and re-assessment only) **N/A**

Cycle 1:(dd/mm/yyyy) Accreditation
Outcome/Result.....

Cycle 2: (dd/mm/yyyy) Accreditation

** Kindly enclose copy of accreditation certificate(s) and peer team report(s) as an annexure.*

31. Number of working days during the last academic year. **234 Days**

32. Number of teaching days during the last academic year
(Teaching days means days on which lectures were engaged excluding the examination days) **212**

33. Date of establishment of Internal Quality Assurance Cell (IQAC) ...**10/08/2015**..... (dd/mm/yyyy)

34. Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC.
AQAR (i).....**N/A**..... (dd/mm/yyyy)

35. Any other relevant data (not covered above) the college would like to include. (Do not include explanatory/descriptive information) **No**

CRITERION I: CURRICULAR ASPECTS

KEY ASPECTS

- 1.1 Curriculum Planning and Implementation**
- 1.2 Academic Flexibility**
- 1.3 Curriculum Enrichment**
- 1.4 Feedback System**

Criteria - wise Inputs

CRITERION I: CURRICULAR ASPECTS

1.1 Curriculum Planning and Implementation

1.1.1 State the vision, mission and objectives of the institution, and describe how these are communicated to the students, teachers, staff and other stakeholders.

OUR MOTTO

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Education offers as its reward the life-sustaining nector.

VISION STATEMENT:

“To impart liberal holistic education to all cross section of the society, particularly the rural and deprived ones, for shaping a sterling character and scintillating career imbued with values of humanism, equality, global competency, patriotism, just and secularism.”

MISSION STATEMENT:

- To impart education to its students in keeping with Indian cultural tradition, and develop in the process a strong student- teacher relation in close conformity with the ideals of ancient Gurukul tradition.
- To help the students develop a sense of discipline, confidence creativity, inventiveness, a strong sense of nationality & qualities of leadership.
- To organise lectures, seminars, conferences, debates, essay-writing competitions, extra-curricular activities, cultural programmes & games and sports for the students.
- To impart skill-development training exploiting the available resources: to promote rural orientated industrial training programmes.
- To combine the ancient Gurukul system of education with the presentday technology.
- To conduct research highlighting the concept of ecological balance for the sustenance of man on the earth.
- To inculcate moral & spiritual values among the students for the socio-economic development of the country.

OBJECTIVES:

- To impart liberal holistic education to all sections of the society, particularly the rural and deprived ones, for shaping a sterling character and scintillating career imbued with values of humanism, equality, just and secularism.

Our Vision statement, Mission Statement and objectives are communicated through our official website: www.hdjaincollege.org, the college prospectus published every year at the time of admission, several bill boards hanging at different locations in college campus and through various meetings with the students, staff and other stakeholders. Through College Magazine.

1.1.2 How does the institution develop and deploy action plans for effective implementation of the curriculum? Give details of the process and substantiate through specific example(s).

The Principal holds the meetings of the Staff Council, Academic Council, Internal Quality Assurance Cell (IQAC) and the Heads of the Departments to develop action plan for effective implementation of the curriculum. In these meetings there are intensive and extensive deliberations. Many strategies and plans, such as Lesson plan, assignments, formative, summative and term tests, discussions, presentations, seminars, workshops, industrial visits, computer educations are evolved apart from regular teaching methods. Academic Action Plan as per the academic calendar issued by the university is prepared in the beginning of the academic session for the whole semester/year by each department. It clearly mentions the part of syllabus to be covered in different terms of semester/year. The progress of the syllabus is monitored through getting the feedback from the students by senior most members of faculty and communicated to the IQAC and the Principal for review.

1.1.3 What type of support (procedural and practical) do the teachers receive (from the University and/or institution) for effectively translating the curriculum and improving teaching practices?

University and the college provide facilities to teachers to participate in orientation / refresher courses as well as to participate in seminars and workshops. The University and College also organize seminars and workshop to update the knowledge of faculty members. The institution also provides audio-visual aids like computer, projector, internet and other devices to help them to provide modern teaching aids. The college provides ample books and other teaching and reference material like Journals, magazines, teaching modules and softwares to enable faculty members for effective delivery of curriculum. The Principal provided Laptops to faculties to improve the teaching skill with e-learning by UGC fund on behalf of the college. The heads of the departments maintain healthy interaction with the university teachers in order to improve their teaching practices. The college organizes various departmental seminars, workshops for the teaching members to update their knowledge about latest

emerging trends in their respective disciplines or streams. These supports help in making the curriculum more effective and comprehensive to the faculty and the students. Open source database is accessible in e-Library. College is member of INFLIBNET N-List.

1.1.4 Specify the initiatives taken up or contribution made by the institution for effective curriculum delivery and transaction on the Curriculum provided by the affiliating University or other Statutory agency.

The following initiatives are taken by the college for effective curriculum delivery provided by the University.

- Apart from giving weightage to the completion of the course in time, the college gives sufficient importance to overall development of students by encouraging them to work with various forums of the college, such as the student council, NSS, NCC, Debating society, Eco-Club and IQAC etc.
- Besides classic teaching tools, i.e. of the chalk & talk, the college faculty members are trained by the B.Sc. (IT) Department to make them familiar with the use of computers so that they can use the modern technological resources like the Internet etc. to invigorate their class room lectures.
- The College has a rich library equipped with latest facilities for the use of teachers and students wherein the latest books and journals are made available to the faculty members and students for their reference.
- In addition to the regular classes, the college also organizes special lectures by inviting experts from various fields to share their knowledge with the students for effective curriculum delivery and their enrichment.
- Educational tours, such as industries/trade fairs, exhibitions & places of historical importance are organized by different faculties from time to time. These provide the students with first-hand knowledge of various components enshrined in the curriculum.
- The college also arranges special/remedial classes for slow/learners (and also for those students, unable to attend the classes on account of NCC camp, NSS camp, social welfare or participation in sports or extracurricular activities to make up their loss).

1.1.5 How does the institution network and interact with beneficiaries such as industry, research bodies and the university in effective operationalisation of the curriculum?

Industry: The Professional Guidance Career Counselling and Placement Cell invites HRs and concerned officials to facilitate fruitful interaction with the prospective students of the final year of undergraduate and postgraduate streams. Ara is a hub of

sports goods, garment works, valves and sanitation accessories. Therefore industry, academia and student interface is organized from time to time. The students of various faculties viz, BBA, Commerce & Economics are also taken for industrial visits so as to apprise them of the latest developments in their respective areas.

Research Bodies: Resource persons from various fields are invited by various departments to the college to deliver seminars and conduct workshops. These talks play a substantial role in sharpening the critical sensibility and research acumen of the students. The faculty is encouraged to avail research grants in the form of the UGC sponsored major and minor projects. The faculty members attend various seminars and conferences and most of the time present papers also.

University: The College-University interface benefits the faculty in a number of areas. The teachers make the best possible use of university libraries and journals. In addition to this renowned professors from different universities, research bodies and organizations share their expertise with the teachers and students in various faculties. This exchange goes on throughout the academic session as per the plan and schedule prepared by IQAC. The members of faculties are encouraged to upgrade their teaching skills by participating in Refresher Courses/General Orientation Courses/Short Term Courses at various Academic Staff Colleges of reputed universities.

1.1.6 What are the contributions of the institution and/or its staff members to the development of the curriculum by the University?(number of staff members/departments represented on the Board of Studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.

An effective curriculum is always evolving and roping in the new and relevant stuff. The functioning of university academic bodies ensures the participation of college teachers as they are the ones who know the difficulties of translating the curriculum in practice. The heads of the departments invite feedback on the curriculum and make sure that it is communicated at the Board of Studies meetings.

The yardstick of measuring the relevance of curriculum is the response of the students and alumni. The faculty members make it a point to emphasize the portions of the syllabi where the students show signs of rapid learning and attempt to eliminate the muddled and obscure concepts. The feedback not only of the present students, but also of the old students is constantly kept in mind while seeking modifications. Moreover, the views of other stakeholders are collected through parent teacher meetings and alumni association.

1.1.7 Does the institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating university) by it ? If 'yes', give details on the process ('Needs Assessment', design, development and planning) and the courses for which the curriculum has been developed.

The College strictly adheres to the university charter; therefore, the curricula taught in the College as part of full-fledged degree programmes are those that have been instituted by the university.

1.1.8. How does institution analyze/ensure that the stated objectives of curriculum are achieved in the course of implementation?

The College has a systematized mechanism for analysing and ensuring that the objectives of the curriculum both in letter and spirit are being adequately and consistently met. The institution functions through the committee system for this.

- As per directive of the committee (IQAC), guidelines are issued to teachers providing a time frame to cover the syllabus and its internal assessment component. These are also incorporated in the printed college calendar that is given to the faculty at the commencement of the academic session.
- Each department meets at the close of the session to distribute courses to be taught in the forthcoming academic session. This gives teachers ample time to prepare their teaching plan and strategies as well as to fill any lacuna in their knowledge.
- At the commencement of the academic session, teachers meet to formally take charge of their time tables and teaching courses.
- Each department has a Moderation Committee that oversees the internal assessment and ensures that parity is maintained in evaluation
- The Monitoring Committee reviews the compliance with internal assessment and other regulations.
- Monthly records of students' attendance are mandatorily submitted in the office and uploaded on the website.
- Department wise review of examination results is done both at the department level and at the level of the College in association with the principal and corrective measures are taken as necessitated. Teachers themselves engage in introspection and self-improvement based on feedback from students and suggestions from peers and superiors. Wherever necessary remedial classes and extra classes are organized.

1.2 Academic Flexibility

1.2.1 Specifying the goals and objectives give details of the certificate/diploma/ skill development courses etc., offered by the institution.

The college is keen to realize that a vast number of students are in need of certificate/diploma/skill development courses to avail job opportunities in relatively shorter span of time owing to their pressing economic needs. To cater to the needs of such students the college has started enrichment program such as IT Exposure, e-Commerce, personality building and soft skill development, which give our students an edge in different fields of employment.

(Self Financed) Vocational Degree course in BBA, B.Sc.(IT)

Offering B.Sc.(IT) degree a three year course structured and designed at par with the career and placement opportunities in several private as well as public sectors concerns such as Banks, Rly, Insurances etc.

(UGC Sponsored) Remedial Courses:

For those students belonging to SC, ST, OBC and Minority Categories who are lagging behind the pace of curriculum.

Aimed to fill the gap between basic understanding of these students and demand of the ongoing curriculum.

General stream students & all the teaching & non-teaching staff are given computer training to make them up to date as per the work-place demand in each & every sector.

1.2.2 Does the institution offer programmes that facilitate twinning /dual degree? If 'yes', give details.

As per the statutes of V.K.S.U, Ara, there is no provision for pursuing dual degree programmes simultaneously, and therefore, the college does not offer any such programme.

1.2.3 Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skills development, academic mobility, progression to higher studies and improved potential for employability. Issues may cover the following and beyond:

- **Range of Core / Elective options offered by the University and those opted by the college**
- **Choice Based Credit System and range of subject options**
- **Courses offered in modular form**
- **Credit transfer and accumulation facility**
- **Lateral and vertical mobility within and across programmes and course**
- **Enrichment courses**

We are providing Undergraduate (Gen. and Vocational) and Postgraduate course in Humanities, Social Sciences, Science and Commerce with the limited scope of flexibility as per the university rule. As per stipulation of the university, a student having 45 Percent marks in aggregate is eligible for honours courses of studies. He/She can opt. for three years honours program along with two subsidiary subjects one language subject for two consecutive years. Thus a student take a total of eight honours papers, two subsidiaries and one language paper. Non Hindi students have

option to opt. English as optional subsidiary paper of both 100 and 50 marks respectively.

B.A./ B.Sc. Honours Course Structure:

01	Degree Part – I	Marks
	Vernacular Composition Alternative Eng./Mother tongue + Hindi Composition (50+50)	100
	Two Honours Papers (100+100)	200
	Two subsidiaries paper (100+100) (From Humanities/Social Science/Science subjects as the case may be)	200
	TOTAL	500
02	Degree Part – II	
	Vernacular Composition OR Alternative Eng./Mother tongue + Hindi Composition (50+50)	100
	Two Honours Papers (100+100)	200
	Two subsidiaries paper (100+100) (From Humanities/Social Science/Science subjects as the case may be)	200
	TOTAL	500
03	Degree Part – III	
	Four Honours Papers (100+100+100+100)	400
	General Studeis	100
	TOTAL	500
	GRAND TOTAL	1500

Note : Each student shall be required to appear for examinations in all courses. However for the award of the degree a student shall be required to earn the minimum of 150 credits.

Range of Core / Elective options offered by the University and those opted by the college

The following are the courses/ programs offered by the college with mentioned flexibility:

Sl. No.	Course/Program	Flexibility												
1.	B.A (Honours.)	Students can opt. any one of the following subjects as Honours paper and any two of the remaining as “Subsidiary” Papers Subject: Hindi, English, Urdu, Sanskrit, Prakrit History, Economics, Political Science, Psychology, Philosophy, Geography												
2.	B.Sc.(Honours)	Students can opt any one of the following group of subjects as Honours and Subsidiary papers any two of the remaining as subsidiary papers: <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>Honours</th> <th>Subsidiary</th> </tr> </thead> <tbody> <tr> <td>Physics</td> <td>Mathematics & Chemistry</td> </tr> <tr> <td>Mathematics</td> <td>Physics & Chemistry</td> </tr> <tr> <td>Chemistry</td> <td>Physics & Mathematics OR Botany & Zoology</td> </tr> <tr> <td>Botany</td> <td>Zoology & Chemistry</td> </tr> <tr> <td>Zoology</td> <td>Botany & Chemistry</td> </tr> </tbody> </table>	Honours	Subsidiary	Physics	Mathematics & Chemistry	Mathematics	Physics & Chemistry	Chemistry	Physics & Mathematics OR Botany & Zoology	Botany	Zoology & Chemistry	Zoology	Botany & Chemistry
Honours	Subsidiary													
Physics	Mathematics & Chemistry													
Mathematics	Physics & Chemistry													
Chemistry	Physics & Mathematics OR Botany & Zoology													
Botany	Zoology & Chemistry													
Zoology	Botany & Chemistry													
3.	B.Com.(Hons)	Honours Papers :Accounting and Finance / Marketing with any two of the following subjects as Subsidiary: Principles of Business Management, Business Economics.												
4.	M. A	Hindi, English, Urdu, Sanskrit, Prakrit History, Economics, Political Science, Psychology, Philosophy, Geography with choice of special paper in final (IVth) semester.												
5.	M.Sc.	Physics, Chemistry, Mathematics, Botany, Zoology, with choice of special paper in final (IVth) semester												
6.	M. Com.	Principles of Business Management, Business Economics. with choice of special paper in final (IVth) semester.												

Choice Based Credit System and range of subject options:

The courses are offered by Veer Kunwar Singh University, Ara (Bihar). Credit system is not followed by our affiliating university. Students enjoy freedom in the selection of subject combination with certain limitations.

Courses offered in modular form: Courses are provided unit wise by University. There is no provision to arrange in the modular form.

Credit transfer and accumulation facility: As affiliating university do not follow the credit system, there is no credit transfer and accumulation facility in college. There is no existing guideline to transfer the credit to another programme.

Lateral and vertical mobility within and across programmes and courses:

No lateral mobility within and across the programme exists.

Enrichment courses: The existing courses are enriched by preparing the students for presentations related skills. We also organize debate, Seminar, Group Discussion and Quiz etc. time to time to update the knowledge of our students.

1.2.4 Does the institution offer self-financed programmes? If 'yes', list them and indicate how they differ from other programmes, with reference to admission, curriculum, fee structure, teacher qualification, salary etc.

The Self-finance course B.Sc.(IT) & BBA is other than the traditional programmes in matters of admission curriculum, fee structure, teacher's qualification and salary etc.

These vocational and other traditional programmes in matters of admission curriculum fee structure, teacher qualification and salary etc. as follows:

Admission : Admission in traditional programmes prescribed by the affiliating university is taken on merit basis (marks obtained in the previous qualifying exam.) while in self financed courses admission is taken on the basis of entrance test exams.

Curriculum : Course curriculum of self-finance programme is designed by the syllabus committee being constituted by university on the basis of guideline of UGC and then it is approved by the academic council of the university and regulation and draft of ordinance is accented by Governor's secretariat State govt. B.Sc.(IT) is running here under semester system.

Fee structure : Since all the expenses are to meet with the revenue collected from the learners and some percentage are also for transfer to university. The course fee are far more than the traditional courses. The fee structure is decided by the implementation and monitoring committee of the university in consultation with the college. Presently course fee of B.Sc.(IT) is Rs 9000.00 per semester.

Teacher Qualification : Teachers engaged in this course are minimum M.Sc(IT), MCA degree holder, Senior teachers of allied subject, research scholars and industrial stakeholders of the concerned fields are also engaged as resource persons for teaching

- learning processes.

Salary: Since teachers engaging these courses are either part-time, contractual or resource person, their honorarium are decided by the vocational Advisory committee of college and they are fixed as per UGC norms on per class or consolidated monthly remunerations.

1.2.5 Does the college provide additional skill oriented programmes, relevant to regional and global employment markets? If 'yes' provide details of such programme and the beneficiaries.

The institution is alive to the fast changing job scenario in the regional, national and global arena and recognizes the need to equip the students with additional soft skills and capabilities. Professional and skill development courses at undergraduate and postgraduate level are offered to enable the students to meet the challenges in getting employment and to enhance their knowledge. Various courses like communication skills, computer basics and personality development are provided to students to hone their interpersonal skills. The PG department of English, through School of Communication Skills & Personality Development, organized free certificate course for Spoken English, Communication Skills and Personality Development in 2015 and 2016 in which 30 students participated from various streams. There is also a very good tradition in the college that our bright students lend a helping hand to the weak students. The college encourages Peer Learning Culture.

Besides, remedial classes also resolve the problems of weak students. It is worth mentioning that no extra fee is charged by the college for such classes. In an attempt to provide sagacious career counseling, quality coaching and exclusive guidance for various Central level -UPSC (Union Public Service Examinations) and State level-SSC (Staff Selection Commission) written exams and interviews of IAS, PCS, Bank POs and Clerical Cadre, Income Tax Inspectors, Railways and Insurance sector Competitive Examinations.

1.2.6 Does the University provide for the flexibility of combining the conventional face-to-face and Distance Mode of Education for students to choose the courses/combination of their choice? If 'yes', how does the institution take advantage of such provision for the benefit of students?

No, the university does not permit such flexibility of combining conventional face-to-face and distance mode of education although full-time students are free any course of their choice in Distance mode.

1.3 Curriculum Enrichment

1.3.1 Describe the efforts made by the institution to supplement the University's Curriculum to ensure that the academic programmes and Institution's goals and objectives are integrated?

The following efforts are made by the institution to supplement the University's Curriculum to ensure that the academic programmes and Institution's goals and objectives are integrated:

- Each department regularly organizes talks by eminent scholars and experts in various disciplinary areas in order to enhance the learning of students beyond the curriculum and in keeping with the dynamic changes in each discipline. This is supplemented by seminars, workshops, field trips, etc. organized by the departments.
- The College's vibrant student democracy and extra-curricular life also add to the student's classroom learning and help to connect the campus to the University, community, employment market and global academia.
- Details of all the above enhancements to student's experience, as well as discussion of the philosophy and structure of this interconnectivity, are available in Criterion VII. Remedial classes for underprivileged students and the slow learners are conducted.
- Scholarships are provided to needy students to enable them to continue their education unimpeded.
- Apart from the teachings the prescribed syllabus, lectures on current affairs are delivered in the classes so that the students remain in sync with the changing world.
- Camps and Seminars like, prevention of Child Labour, Blood Donation Camp, AIDS Awareness etc. organized from time to time under the banner of NSS to address the needs of society.
- Qualitative teaching-learning method is adopted with the help of computer & internet.
- Well-equipped laboratories with modern facilities are made available.
- ICT enabled library with best books, journals, magazines, e-resources is made available through INFLIBNET.

1.3.2 What are the efforts made by the institution to enrich and organize the curriculum to enhance the experiences of the students so as to cope with the needs of the dynamic employment market?

- The College as an institution and the teachers at the individual level spare no efforts in organizing activities that can act as enrichment for the curriculum.
- Teachers also often use power point presentations for teaching along with the traditional chalk and talk methods to enhance the interest in learning.
- The College has a well-stocked library with extra readings and references beyond the prescribed syllabi.
- There has been a spurt in the number of students undertaking summer projects and internship with industry with the help and guidance of teachers

and the concerned societies, and this develops their personality also.

- The College fosters active relationships with key leaders of industry and innovation, especially through its highly successful programs of on-campus skill- development events, job fairs, lectures and interactions, internships, and job recruitment. The student societies Abhyas (internships) and Disha (placement) are prime movers in this regard.
- Almost in every subject, the college is represented by senior teachers as a member in the Board of Studies, who play an active role in designing the syllabus of both at UG and PG levels by giving suggestions on the basis of inputs from the students and society regarding modification of the curriculum.
- The teachers seek feedback from students while interacting with them and informally advise them in meeting the challenges of the dynamic employment market. The students are instructed as to how they orient themselves to the needs of the employment market.
- Training needs of the students in various courses of study are met with functional mechanisms. Post-graduate science students are taken to educational tours to the advance centres of learning where they are exposed to frontier areas of study and challenges before the scientific community.

1.3.3 Enumerate the efforts made by the institution to integrate the cross cutting issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT etc., into the curriculum?

- All these issues ranging from Gender sensitization, Climate change, Environment Education, Human Rights, ICT etc, find place in the curriculum of some course or other. For example, a foundation course on Environment is purportedly designed to create awareness on climate changes, global warming and related environmental concern. Similarly, Gender issues are formalized in Human Rights are covered in political science. ICT is part of the curriculum for students opting for Science and Information Technology as subject.
- The debates and seminars are organized on the momentous issues like Environment education, Climate Change and Women Empowerment, in the college.

Gender

- It is worth repeating, as said in the College's mission and vision statement, that gender sensitivity is among its key principles, as is evidenced by its inception as a co-educational college right from its inception in the nineteenth century. Today, the NSS and NCC units of the College take up issues pertaining to gender, health and human rights.
- The H D Jain College chapter of the National Service Scheme (NSS) has an exemplary record of community service activities. It has a very high enrolment and participation rate among students.
- The Women's Empowerment Cell of H D Jain College (WEC) is committed to

nurture the strength of female students as well as to create a sensitized environment leading to gender equality. Human resource development and awareness programmes on issues relating to gender discrimination, women's right and empowerment are key functions of the Cell. The Cell endeavours to involve both male and female students in its information dissemination and sensitization activities, so as to foster a healthy man-woman relationship based on mutual trust, respect and co-operation. On average, more than a 100 students register for the WEC per year.

- The Cell has successfully organized a plethora of seminars, panel discussions and interactive sessions on various issues varying from women empowerment to gender discrimination.
- Self-defense workshops have been organized in the College in association with Bihar Police (2014,2015)

Climate Change and Environmental Education: The College is committed to, and continuously striving towards, the ideal of a green campus. To this end, it has developed a holistic and integrated approach to campus management, involving both student participation through ecological societies, and administrative contributions. The College has integrated mechanisms for sustainability, ranging from solar lights to solid waste management. Also practiced are tree plantation, waste disposal and eco-friendly gardening, reduction of carbon footprint, energy conservation and use of renewable energy.

The administration and students in synergy, also makes constant innovations towards managing the campus as a space for thoughtful and aware co-existence with nature.

The ecological societies of the College are extremely active and popular. Their efforts both evidence the success of the College's commitment to environmental education, and generate such education and awareness for the rest of the College's members. Further, the NSS and NCC Cell of the College regularly organizes cleanliness drives in the College Campus, and participated in the Swachh Bharat Abhiyan. Human Rights

- The NSS Wing of the College focuses its activities on three key sectors of providing equal rights, access and opportunities to the underprivileged and/or differently-abled: education, health, and work with the visually challenged.
- Volunteers are assigned to act as readers and scribes for the visually impaired students of the College to assist them with their academics and examinations.
- NSS volunteers have collaborated with a number of NGOs and external organizations, including Save the Quest (self-reliance for the visually challenged), celebrated White Cane Day (15 October 2015), to mark the achievements of the visually impaired and to pledge never to discriminate on the basis of disability.
- NSS educates students and society regarding many issues like health, sanitation, palliation, etc. Various health camps and cleanliness drives across campus and slum areas near it have been taken out to create awareness and also to motivate people to work towards a clean environment. They have been

conducting free medical camps at various Dalit Tolas in Ara.

ICT

- The College has developed One well-equipped ICT laboratories for student's use. Teachers are also provided laptops for use. In 2015 a week long computer literacy workshop was conducted in the College to help students in using new technology.
- The Science Forum of H D Jain College was instituted by a group of inspired students and devoted faculty members to pursue science outside the classrooms and to facilitate open dialogue between the science departments of the College taking along social sciences and humanities. Acknowledging the significance of interdisciplinary research, the forum regularly organizes talks and seminars of inter disciplinary nature.

1.3.4 What are the various value-added courses/enrichment programmes offered to ensure holistic development of students?

- **moral and ethical values**
- **employable and life skills**
- **better career options**
- **community orientation**

In order to ensure holistic development of students, we take recourse to the following measures:

Moral and ethical values: The College is very sincere about the moral and ethical values of the students to gear-up the moral and ethical values among the students. The college organizes various programmes on the eve of Republic Day, Independence Day College Establishment Day etc. Apart from these, the volunteers of NSS visit the downtrodden area of the city to educate and empower the people with high moral and ethical sense.

- NCC, NSS and Women's Development Cell of the College provide a solid moral foundation for students and channelize their energy into meaningful causes.
- The College maintains anti-smoking and clean environment concerns.
- The College observes a zero tolerance policy towards ragging and sexual harassment. Students, teachers and all staff are made to feel completely secure on the campus.
- Human values and diversity among students are respected and H D Jain College has students and faculty from diverse socio-economic and regional backgrounds.

Employable and life skills The College offers short-term courses to develop employability and life skills among the students. H.D. Jain College, Ara has established the Centre for Professional Excellence which provides the students of all disciplines. Besides, the centre organizes special lectures on personality development, Leadership development, Computer Skills and Writing Skill for the benefit of the students.

Better career options: The College has placement and career guidance cell to provide information to the students on their career options. Besides, it also arranges expert lectures on career options for the students. The College also offers coaching classes for entry in Govt. jobs.

Community Orientation: The College has a separate wing for institutional social responsibility. Under this banner, the College undertakes with the involvement of students many social and community activities like AIDS awareness program, blood donation camps, awareness on social evils like untouchability, unhygienic environment, drug addiction, alcoholism, etc. NCC, NSS and Youth Red Cross Society are also very active in undertaking many community activities, thereby inculcating a sense of responsibility particularly in the students and the staff, towards community development.

1.3.5 Citing a few examples enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum?

IQAC takes initiatives in Curriculum Enrichment and Curriculum Revision not only on the basis of feedback of all stakeholders but also by benchmarking with national and international curriculum models in thrust areas and interdisciplinary areas.

- These inputs are submitted to Affiliating University for consideration while revising the curriculum.
- These inputs received through various stakeholders become the basis for conception, development and design of many value added in house programs implemented to enrich the existing curriculum.

Some of these initiatives are:

- B.Sc.(IT) course was suggested to subsequently integrated with the curriculum.
- Data Analytics for UG & PG.

1.3.6 How does the institution monitor and evaluate the quality of its enrichment programmes?

The enrichment programmes are repeatedly tested for their efficacy and modified as the need arises. The HODs work together with IQAC and the other faculty members and monitor these programmes. These programmes are rated according to their utility in developing the potential of the students and increasing their chances of employability. The Principal and the Management take a keen interest in the implementation of these programmes.

1.4 Feedback System

1.4.1 What are the contributions of the institution in the design and development of the curriculum prepared by the University?

The College is an Affiliated Institution of Veer Kunwar Singh University, Ara and therefore do not perform a significant role in curriculum design and development as this task is accomplished by the Board of Studies constituted by the Affiliating University. However, the College strives to contribute its might to the design and development of the curriculum as detailed below:

- Since H D Jain College Ara is premier College of V K S U having PG teachings since long in almost all subjects, the college contributed to the Curriculum Development by deputing Faculty members to serve as Members of Board of Studies (BOS) set up by University. As members of Board of Studies some of our faculty members could directly impact the BOS in developing as well as revising the Course Curriculum. For example: Our faculty members are on the BOS of Physics, Botany, Geography, English and Vocational subjects.
- Our Curriculum Action Plan and Implementation Committee submits recommendations to the BOS of Affiliating University after consulting students, teachers and industry experts and other stake holders;
- Individual Departments have conducted workshops on 'Curriculum Review' and the proceedings of these meetings were also sent to University as suggestions for Curriculum Revision.

1.4.2 Is there a formal mechanism to obtain feedback from students and stakeholders on Curriculum? If 'yes', how is it communicated to the University and made use internally for curriculum enrichment and introducing changes/new programmes?

Yes, the institution receives regular feedback from students (Mainly Informal) and their parents by organizing Students-Parent-Teachers meeting. The institution has set up a committee for this purpose. Feedbacks are also obtained from the students through Grievance Redressal Cell and Students' unions. Each teacher submits a progress report at the end of every month that helps the administration to evaluate the progress in teaching. The academic council of the college reviews teaching practices of the teachers and the feedback is transmitted through the IQAC coordinator of the Institution. Complaint Box has been installed at various places in the college campus to receive accurate feedback from students they are also encouraged to give feedback through college's website. The college is planning to develop a feedback procedure on the students' experience of the course of study from the current academic session regarding teaching and learning progresses.

1.4.3 How many new programmes/courses were introduced by the institution during the last four years? What was the rationale for introducing new courses/programmes?)

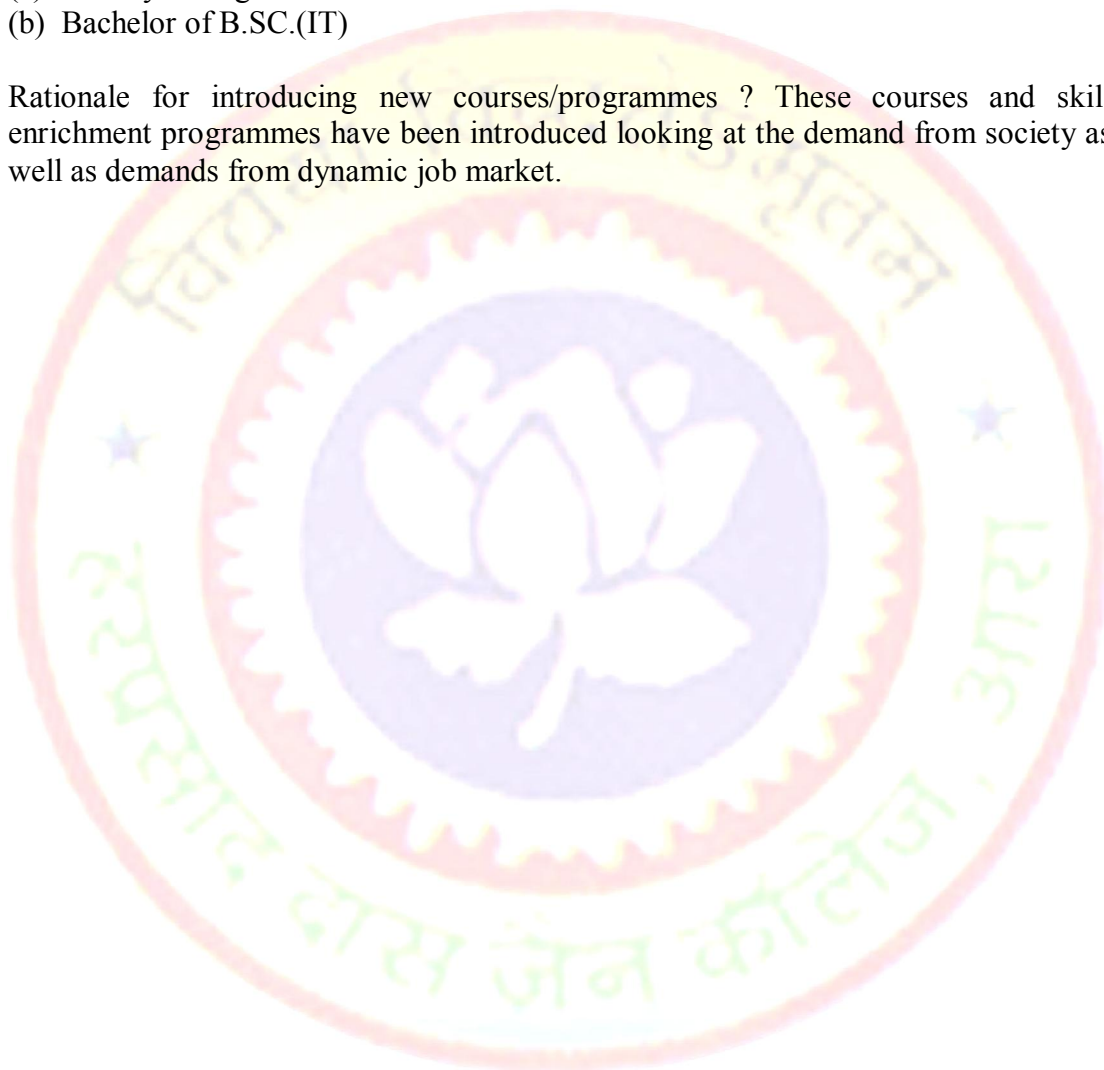
Vocational Courses: 1 Year Certificate (UGC – Career Oriented Courses)

Any other relevant information regarding curricular aspects which the College would like to include.

Following programmes/courses has been introduced in the college during the last four years.

- (a) Three year degree course BBA
- (b) Bachelor of B.SC.(IT)

Rationale for introducing new courses/programmes ? These courses and skill enrichment programmes have been introduced looking at the demand from society as well as demands from dynamic job market.



CRITERIA-WISE INPUTS

CRITERION II: TEACHING - LEARNING AND EVALUATION

KEY ASPECTS

2.1 Student enrolment and Profile

2.2 Catering to Student Diversity

2.3 Teaching – Learning Process

2.4 Teacher Quality

2.5 Evaluation Process and Reforms

2.6 Student Performance and Learning

CRITERION II : TEACHING - LEARNING AND EVALUATION

2.1 Student Enrollment and Profile

2.1.1 How does the college ensure publicity and transparency in the admission process?

The College has constituted an admission committee which takes care of the admission process. Information regarding choice of courses available in UG & PG sections, Eligibility Criteria for Individual courses, Duration of the course structure, Curriculum, Faculty, Infrastructure etc are made available through

Publicity in the admission process taken by the college:

- Prospectus, Individual Course leaflets and college notice board.
- College Website (www.hdjaincollege.org)
- Advertisements through Print & Electronic media

Transparency in the admission process:

- Applications received, both through online platforms and directly from students, are screened on the bases of Merit in the qualifying exam along with roster considerations, after which the selected applications are displayed in First, Second & Final Lists on notice boards within the campus and on college website.
- The Eligibility Criteria, Commencement of the admission process, Last dates for admissions are strictly followed in alignment with the guidelines and notices given by the Affiliating University.
- The reservation policy of State Government is strictly followed in the admission process.
- The preferences are given to NSS, NCC, Sports and Cultural Quota students also.
- The college has computerized admission system for transparency in admission.

2.1.2 Explain in detail the criteria adopted and process of admission (Ex. (i) merit (ii) common admission test conducted by state agencies and national agencies (iii) combination of merit and entrance test or merit, entrance test and interview (iv) any other) to various programmes of the Institution.

Admissions to the College under all the different categories are purely on the basis of merit of qualifying exam. and no interview or written test is conducted for traditional courses such as B A (Hons.), B Sc (Hons), B Com. (Hons) M A and M Sc, entrance test and interview are conducted for admission in Vocational courses B Sc (IT) and BBA. Admissions are done within the structure of rules, regulations, and procedures stipulated by the V K S University of Ara. The qualifying examinations for the purpose of admission to the first year of undergraduate courses offered by the College is the class XII exam passed from any recognised Senior Secondary examination Board of India. Candidate seeking admission should have passed the qualifying

examination obtaining minimum marks as specified for each of the courses. The criteria adopted and the admission processes are outlined below:

- The minimum eligibility criteria for each Honours course is 45% minimum in aggregate and also 45% in the subject opted for Honours. Admission-in-charges of each department and the Principal finally take decision regarding merit list. These are notified in both the college and university websites, in notice boards in the college, and also covered by newspapers.
- The admissions under the sports and extra-curricular categories are done as per the guidelines given by the University. The final selection of candidates under these categories is done by statutory committees that consist of both college and university representatives, as well as eminent experts/sportspersons.
- The admission committee of college scrutinize the received applications, and admission is based on pre-determined criteria and schedules that are widely notified. The candidates in sports category are given points for their achievements as per the criteria given by the University, and the same is notified on the university website. Selection is on the basis of both merit and skill, the latter evaluated through fitness tests/ event trials for admissions based on sports, and trials/auditions for admissions based on extra-curricular achievements conducted by these committees.
- Admissions under the Scheduled Castes, Scheduled Tribes, Backward Castes (under annexure I and II), and Persons with Disabilities categories are done on the basis of separate eligibility criteria within the framework of the university guidelines on admissions.
- The V K S University allots courses and colleges for admission of wards of defense personnel injured/killed in war, and Kashmiri migrants through a centralized process, and the College has no discretion in these admissions.
- Admissions to the post-graduate courses are also done by the departments concerned on the basis of merit of graduation in the subject which is to be taken in PG.

2.1.3 Give the minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college and provide a comparison with other colleges of the affiliating university within the city/district.

The eligibility for admission to this college is 45% marks in the qualifying degree (Intermediate for admission at Degree level and B.A./B.Sc./B.Com. for admission at Postgraduate level) as prescribed by the University. Though, the cut off marks in this college is usually high. As our college is the first choice for admission for students and guardians of this town. First choice of this town is H.D. Jain College, Ara , Second Maharaja College, Ara and third choice is S B College, Ara so cut off marks in this college is always high in comparison to other colleges of the district.

Sl. No.	UG Hons. Course	H D Jain College, Ara		Maharaja College, Ara		S B College, Ara	
		Min %	Max%	Min %	Max%	Min %	Max%
01	B.A Hindi	45	75	45	65	45	50
02	B.A English	45	80	45	78	45	65
03	B.A Sanskrit	45	60	45	60	45	50
04	B.A Urdu	45	55	45	50	45	50
05	B.A Prakrit	45	--	--	--	--	--
06	B.A Political Science	60	85	50	75	50	65
07	B.A Economics	60	88	60	80	60	75
08	B.A History	75	90	70	80	65	80
09	B.A Psychology	65	80	60	78	55	75
10	B.A Philosophy	45	--	45	--	45	---
11	B.A Geography	50	73	45	65	45	60
12	B.Sc. Mathematics	70	90	65	85	60	80
13	B.Sc. Physics	75	92	70	90	65	80
14	B.Sc. Chemistry	73	90	70	85	65	75
15	B.Sc. Botany	65	80	62	78	60	70
16	B.Sc. Zoology	70	85	65	80	63	75
17	B.Com	60	85	58	80	55	75
18	B.Sc. (IT)	50 - Merit of entrance test ---		----	---	----	----
19	BBA	50 - Merit of entrance test		----			
21	M.A Hindi	50	68	50	60	45	58
22	M.A English	50	67	50	65	---	---
23	M.A Sanskrit	45	55	45	50	----	---
24	M.A Urdu	55	70	45	50	---	---
25	M.A Prakrit	45	60	45	50	45	60
26	M.A Political Science	60	85	55	75	45	65
27	M.A Economics	61	85	55	75	55	70
28	M.A History	65	85	60	80	55	75
29	M.A Psychology	61	75	60	73	---	---
30	M.A Philosophy	50	70	45	65	---	---
31	M.A (Hons.) Geography	69	85	45	72	---	---

32	M.Sc. Mathematics	70	92	55	80	50	75
33	M.Sc. Physics	70	88	55	78	---	---
34	M.Sc. Chemistry	60	80	45	70	---	---
35	M.Sc. Botany	50	75	45	73	---	---
36	M.Sc. Zoology	60	85	45	75	---	---

2.1.4 Is there a mechanism in the institution to review the admission process and student profiles annually? If 'yes' what is the outcome of such an effort and how has it contributed to the improvement of the process?

- During the admission process itself review is done prior to bringing out the subsequent cut-off list.
- This is done by each department individually and then within the central admission committee along with the principal before releasing the subsequent admission list.
- Further, grievance cell constituted during admissions helps resolve students concerns even as the admissions are ongoing. The admission process is reviewed in a Staff Council meeting every year. The College Admission Committee reports the admissions for approval. Suggestions are noted to improve the process for the following year. Such meetings have streamlined the process of admission in the College and have shaped a satisfactory merit based admission procedure.

2.1.5 Reflecting on the strategies adopted to increase/improve access for following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate/reflect the National commitment to diversity and inclusion

- **SC/ST**
- **OBC**
- **Women**
- **Differently abled**
- **Economically weaker sections**
- **Minority community**
- **Any other**

H D Jain College, Ara keeping with the cherished values with which the College was established, has always adopted a proactive and empathetic approach towards economically and socially deprived students.

The College strictly adheres to the reservation policy of the Government of Bihar and the V K S University, Ara for SC/ST/BC-I/BC-II/BCW students and the students belonging to other minorities, and encourages them without any prejudice. Students belonging to economically weaker sections receive financial support by the students' welfare department Govt. Bihar in the form of cash back of the tuition fee.

- a) **SC / ST:** Reservation quota as fixed by Central/State govt. and subsequently by V.K.S.U, Ara is followed, it is in manner: SC : 16% ; ST : 01% .
- b) **BC-I / EBC :** 18% of the intake capacity is reserved for students belonging to castes identified under BC-I / Extremely Backward Category by State govt. (Bihar).
- c) **BC –II :** 12% of the intake capacity is reserved for students belonging to castes identified under Backward Category Annexure –II by State govt. (Bihar).
- d) **Differently – abled:** 03% of the intake capacity is reserved for differently - abled students as per state govt. (Bihar) rules. We also provide facilities such as ramps for the convenience of physically challenged students.
- e) **BCW :** 01% of the intake capacity is reserved for backward class women candidate.
- f) In addition to the above mentioned reservation policies framed by Central/State govt. (Bihar) and affiliating university, college. Admission committee has framed following additional (Over and Above) reservation policy.
- Donors' Nominee -02%
 - Dependents of teaching staff of college and university Departments -05%
 - Wards of transferable Central/State govt. employees such as Rly., Bank, Army Personnel -05%
 - Excellent performers in Sports/Games/Music/Fine Arts -04%
 - Girls candidates are awarded with 5% weightage on aggregate marks.
- g) **Economically Weaker Sections**
Exclusive freship and other liberal concessions are given to the candidates of economically weaker sections of the society. Candidates belonging to this segment of society, even with minimum required percentage of the university, are admitted for admission, if the seats are available. The students belonging to these strata of society are also allowed to pay the fee in easy installments.

2.1.6 Provide the following details for various programmes offered by the institution during the last four years and comment on the trends. i.e. reasons for increase / decrease and actions initiated for improvement.

S. N.	Hons. Course	2013-14			2014-15			2015-16			2016-17		
		No. of Application	No. of Student Admitted	Demand Ratio	No. of Application	No. of Student Admitted	Demand Ratio	No. of Application	No. of Student Admitted	Demand Ratio	No. of Application	No. of Student Admitted	Demand Ratio
01	B.A Hindi	26	26	UH	25	25	UH	30	26	UH	25	24	UH

02	B.A Eng.	40	40	U H	35	30	U H	45	40	U H	35	32	U H
03	B.A Sanskrit	25	15	U H	30	20	U H	40	30	U H	20	15	U H
04	B.A Urdu	15	14	U H	15	10	U H	12	08	U H	20	18	U H
05	B.A Pol.Sci	200	100	1:2	225	100	1:2. 4	250	100	1:2. 2	330	105	1:3
06	B.A Eco.	180	100	1:1. 8	200	100	1:2	205	97	1:2. 1	250	110	1:2. 2
07	B.A His.	400	120	1:3. 3	450	120	1:3. 7	442	120	1:3. 6	520	120	1:4. 3
08	B.A Psy.	150	86	1:1. 7	200	105	1:1. 9	336	120	1:2. 8	350	120	1:2. 9
09	B.A Phil.	05	04	U H	12	05	U H	09	03	U H	05	03	U H
10	B.A Geo.	85	65	1:1. 3	92	70	1:1. 3	85	60	1:1. 4	89	69	1:1. 2
12	B.Sc.Math	243	160	1:1. 6	233	171	1:1. 4	510	300	1:1. 7	480	300	1:1. 6
13	B.Sc.Phy.	150	110	1:1. 4	162	132	1:1. 2	312	230	1:1. 4	550	268	1:2. 1
14	B.Sc.Chem	140	102	1:1. 4	102	75	1:1. 4	135	96	1:1. 4	200	137	1:1. 5
15	B.Sc.Bot.	15	03	1:1. 5	18	04	1:4. 6	21	09	1:2. 3	31	21	1:1. 4
16	B.Sc. Zoo.	42	13	1:3. 2	66	33	1:2	52	37	1:1. 4	158	36	1:4. 4
17	B.Com	544	484	1:1. 1	121 0	812	1:1. 5	122 4	894	1:1. 5	202 2	996	1:2
18	BBA	21	09	1:2. 3	31	21	1:1. 4	32	14	1:2. 3	40	24	1:1. 7
19	B.Sc. (IT)	---	---	---	---	---	---	---	---	---	40	24	1:1. 7
Postgraduate Courses													

20	M.A Hindi	89	64	1:1. 4	110	79	1:1. 4	134	95	1:1. 4	200	96	1:2. 1
21	M.A Eng.	155	63	1:2. 5	145	59	1:2. 5	159	62	1:2. 6	315	62	1:5. 1
22	M.A Sanskrit	30	22	1:1. 4	36	25	1:1. 4	32	14	1:2. 3	40	24	1:1. 7
23	M.A Urdu	12	03	1:4	12	05	1:2. 3	05	02	1:2. 5	15	03	1:1. 5
24	M.A Pol Sc.	185	96	1:1. 1	179	95	1:1. 9	245	95	1:2. 6	250	96	1:2. 6
25	M.A Eco.	272	108	1:2. 3	310	127	1:2. 4	321	128	1:2. 5	400	128	1:3. 1
26	M.A Hist.	250	160	1:1. 6	261	152	1:1. 8	240	155	1:1. 5	235	160	1:1. 5
27	M.A Psy.	350	64	1:5. 4	75	61	1:1. 2	82	55	1:1. 5	90	64	1:1. 4
28	M.A Phil.	140	102	1:1. 4	102	75	1:1. 4	150	110	1:1. 4	162	132	1:1. 2
29	M.A Geo.	510	300	1:1. 7	480	300	1:1. 6	243	160	1:1. 6	233	171	1:1. 4
30	M.Sc. Math	215	92	1:2. 3	196	91	1:2. 1	188	88	1:2. 1	180	96	1:1. 9
31	M.Sc. Phy.	189	48	1:3. 9	191	48	1:3. 9	199	48	1:4. 1	300	48	1:6. 2
32	M.Sc Chem	175	40	1:4. 3	180	39	1:4. 6	182	40	1:4. 6	210	40	1:5. 2
33	M.Sc. Bot.	50	29	1:1. 7	52	29	1:1. 8	63	33	1:1. 9	33	32	1:1
34	M.Sc. Zoo.	100	48	1:2. 0	96	45	1:2. 1	105	48	1:2. 2	150	48	1:3. 1
35	M.Com	712	120	1:5. 9	805	120	1:6. 7	705	120	1:5. 8	603	117	1:5. 1

* U H = Under Hand (Number of applicants are less than approved intake strength)

The trend of admission definitely shows decline in the entry in language courses and Philosophy. Interest of students towards vocational courses and some of traditional courses such as His., Pol. Sc., Eco., Geo., and Science subject is high. This is part of a larger trend in the higher education across the country.

2.2 Catering to Student Diversity

2.2.1 How does the institution cater to the needs of differently-abled students and ensure adherence to government policies in this regard?

The College strictly adheres to all the policies and initiatives taken by the government, the UGC, and the University towards differently-abled students. In addition, the institution actively promotes the interests and welfare of these students with special needs/demands by ensuring a physical and academic environment that enables them to access equally all the facilities provided by the College, and to avail of all the choices and opportunities that the institution offers.

- The College reserves 3% of offered seats for candidates with disabilities. Candidates applying under the PwD category should have a minimum 30% disability. (PwD : Person with Disability)
- The College implements all the guidelines/procedures stipulated by the Equal Opportunities Cell (EOC) of the College.
- No tuition fees are charged from differently-abled students, and dedicated study material is made available free of cost
- The college has established academic support structures that include technological support, provision of reading and scribe services, and special faculty support in the form of designated teachers from each department to assess the academic needs and progress of these students on a regular basis, and organize special tutoring services according to their requirements.
- All the PwD students on campus are provided access to the internet through an effective Wi-Fi network.
- The institution has constructed differently-abled friendly toilets.
- To the fullest extent possible, the College tries to ensure that classes are held on the ground floor for differently-abled students with special needs.
- Additional time is provided for students with disabilities, and special assistance in the form of readers/writers, separate rooms etc. are provided by the institution as permitted by the University.
- The NSS volunteers provide the PwD students with help in reading the prescribed texts, the writing of assignments, internal assessment, and caters to other academic needs of the students.
- Each PwD student has been assigned a set of volunteers who work according to a strict time-table. The needs of the PwDs and the work of the volunteers is monitored by the NSS Program officer on a weekly basis.

Other aspects of intervention by the Enabling Unit include:

- Providing counseling to differently-abled students on the types of courses they could study at the higher education institutions.
- Ensuring admission of as many differently-abled students as possible through the general category, and also through the reservation meant for them.
- Creating awareness amongst differently-abled persons regarding fee concessions, examination procedures, reservation policies, etc., pertaining to differently-abled persons.
- Assessing the educational needs of persons with disabilities enrolled in the college and providing them with the required type of assistive devices.
- Sensitizing the students, faculty, and other staff of the college regarding issues pertaining to disability.
- Studying the aptitude of differently-abled students and assisting them in getting appropriate employment after their studies.
- Celebrating important days pertaining to disability such as the World Disabled Day, White Cane Day, etc., in the college in order to create awareness about the capabilities of differently-abled persons.
- Ensuring maintenance of special assistive devices procured by the college and encouraging differently-abled persons to use them for enriching their learning experiences.
- Encouraging differently-abled persons to participate in inclusive sports and cultural activities organized by the college.
- Ensuring that every department of the college designates a teacher to monitor the academic progress of these students and look after their specific needs.
- Promoting and monitoring the developing of disability-friendly infrastructure on campus.

2.2.2 Does the institution assess the students' needs in terms of knowledge and skills before the commencement of the programme? If 'yes', give details on the process.

The College attracts students with diverse socio-economic and cultural profiles and the institution has several mechanisms/processes in place to evaluate their needs and abilities and provide compensatory support structures.

- The variations in the minimum eligibility criteria serves as an indicator of the level of additional academic support that is required for students admitted under special categories.
- The College organizes departmental-level orientation programmes on the first day of the academic session for the newly admitted students. During the long interaction students are made conversant of the philosophy of the institution, course structure and other aspects of the curriculum, the assessment mechanisms for different courses, attendance rules and other academic requirements of the institution, the different facilities for co-curricular and extra-curricular activities and so on.
- Members of the faculty make an informal assessment about the students'

requirements and skills in terms of a number of parameters.

- The Enabling Unit assesses the educational needs of persons with disabilities enrolled in the College and provides them with the specific types of assistive devices/facilities they require.
- The Special Categories Counseling Cell continuously observes the admission process and provides, after an assessment of the candidate's knowledge and skills, guidance in respect of choice of programmes, career options, facilities and support structures functioning in the College.
- Language competencies are continually assessed during the teaching-learning process and the College provides English Language Proficiency Courses at the basic level, with the help of Department of English.
- The College provides, subject to the constraint of infrastructure, bi-lingual education in courses (Hindi and English) where such an intervention is felt necessary.
- Students' knowledge and requirements are also assessed continually through interactive assessment methods as well as tutorial and other discussions.
- The Library also has evaluative processes in place that ensure that the extensive array of journals, books, computer facilities, and special assistive devices etc., which are required by students with widely diverse profiles, are made available.
- The institution has a distinguished history of sustained cultural activity in drama, debate, music, fine arts, photography, dance and film. These activities are organized through societies, and the informal interaction between students and faculty members in these forums promotes greater awareness of the students' knowledge levels, specific needs and skills.
- Organizations such as the N.C.C. and the N.S.S., clubs such as the cultural society, eco-club debating society etc. also promote greater interface between faculty and students.
- The Career Counseling and Placement Cell of the College is proactive, and continuously initiates programmes to not only identify and develop the potential within the students but also broaden their career profiles.

2.2.3 What are the strategies adopted by the institution to bridge the knowledge gap of the enrolled students (Bridge/Remedial/ Add-on/Enrichment Courses, etc.) to enable them to cope with the programme of their choice?

A large chunk of students in our college hails from suburban areas located nearby to college. Large section of students comes from such families where education exposure is almost absent, where parents have never given importance to education. As a result these students do not have sound base. To bring such students at par with other students special bridge the knowledge gap classes are arranged for them. For mediocre students, we arrange remedial classes, particularly for SC/ST/OBC and General Category students, having poor base are also allowed to participate in remedial classes to enhance their skills and competence. Personality development, Leader ship

development writing skills Spoken English classes are also arranged for these students to inculcate confidence. Mentors counsel them regarding importance of body language, accent and positive approach that are required in day to day life.

- The College, from the very beginning, organizes remedial classes in the afternoons for all undergraduate courses, for students who are lagging behind in the curriculum to bring them at par with the others. They are constantly encouraged and their progress is regularly monitored to get the desired improvement.
- Reticent students are also especially encouraged to come forward to make classroom presentations and to participate more actively in discussions.

2.2.4 How does the college sensitize its staff and students on issues such as gender, inclusion, environment etc.?

The college takes the following steps to sensitize the staff and students on the above mentioned issues:

- A Woman Empowerment Cell has been constituted in our college with the basic aim to enhance the awareness of female students about their rights and legal protection available to them.
- For gender sensitization the college regularly arranges counseling for the students.
- The college regularly arranges special lectures by eminent scholars, social activists and educationists under its NSS& NCC programmes
- Topics like legal rights of women, prevention of sexual harassment, and gender related issues such as female infanticide, dowry menace, and gender discrimination are regularly discussed on various platforms in the campus.
- The Eco-Club and NSS, organizes plantation drives, nature walks, paper recycling campaigns and workshops to increase awareness among students and College staff about the environment and the need for its protection.
- The College organizes anti-tobacco, prohibition of liquor consumption campaigns to increase awareness of the ill-health caused by smoking and liquor consumption.
- Many gender based issues confronting society are also tackled through Nukkad Nataks (street plays) of the Cultural club.
- The College has an Internal Complaints Committee in place to address complaints related to sexual harassment. Cast category discrimination.

2.2.5 How does the institution identify and respond to special educational/learning needs of advanced learners?

In every department of the College there is constant interaction between the faculty and the students, both within and outside the classrooms. Lectures, project presentations, and group discussions take place within classrooms, while tutorial discussions, teacher-student dialogue on student performances in assignments/tests, interaction within departmental committees/ societies and during the organization of seminars/ workshops take place in departmental rooms and other assigned spaces.

This constant interface within the teaching-learning process enables identification of attributes such as academic aptitude, interest in further learning, keenness for assuming additional responsibilities, the ability to take the initiative, and the capacity to resolve difficulties.

The needs and potential of advanced learners, as identified by the above processes, are addressed and developed by the following;

- At the level of each department, members of the faculty provide more advanced academic material, encourage individual presentations, and promote discussions on a wide range of current issues/developments relevant to wider aspects of the curriculum. Advanced learners are also encouraged to provide support to slower learners.
- Advanced learners are encouraged to work in small research/innovation/special projects both within and outside the immediate curriculum.
- The Placement Cell is proactive, and constantly initiates programmes to not only identify and develop the potential within these students but also broaden their career profiles.
- Abilities such as providing leadership and initiative, working co-operatively within a team, assuming responsibilities, and resolving conflict situations are identified and developed by a wide array of co-curricular and extra-curricular societies /committees /clubs/ organizations such as departmental and inter-disciplinary societies, NSS, NCC, Adventure and Eco clubs, sports and cultural societies.
- The College library has an extensive collection of books, journals, reports to broaden student horizons.
- These students are encouraged to contribute in terms not only to write but also assume editorial responsibilities in the College magazines.

2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc. who may discontinue their studies if some sort of support is not provided)?

- Analysis of academic performance of students is done through mentors who are assigned to each class of students. The Mentors collect data and inputs from other associating teachers through the monitoring of performance in formal and informal tests, participation in curricular and non-curricular activities. The Mentors keep track of the overall academic performance of the students, thereby creating a database of inputs.
- The College also has an active attendance monitoring system which is analyzed and reviewed regularly. Trends of absenteeism are picked out, thus also identifying potential dropouts in the process.
- The identified students and their parents/guardians are counseled and approached to ascertain the reasons causing absenteeism & poor academic performance. Post

this exercise, additional support is extended to students from genuinely disadvantaged backgrounds both in the forms of **added academic support like special remedial classes and economic support** such as **fee waivers, delayed fee payment options** as may be necessary. All these measures have enabled us as an Institution to actively engage in minimizing dropout rates.

2.3 Teaching-Learning Process

2.3.1 How does the college plan and organize the teaching, learning and evaluation schedules? (Academic calendar, teaching plan, evaluation blue print, etc.)

The College has a structured approach to plan and organize teaching, learning & evaluation schedules, which is being developed and refined on a continuous basis over the years.

Development of Academic Calendar: Based on the academic calendar of the Affiliating University, the academic calendar for the College is prepared by IQAC with help of departmental Heads.

- Course commencement Dates
- Closing dates
- Schedule of Internal Exams for all courses
- Pre-scheduled Conferences and Workshops
- Pre-Scheduled Competency building programs
- Pre-placement training Activities
- Annual Athletic Meet
- Annual Cultural Fest
- Annual Day
- Graduation Day
- Alumni meet
- Schedule of University Examinations
- List of Holidays etc.

Development of teaching plan: Individual faculty members prepare teaching schedules for the assigned papers after taking into consideration the minimum number of teaching hours as prescribed by the Board of Studies. The head of each department, in association with the associating teachers (Department Council) develop departmental Teaching Plans **consisting of Course File, Work Diary & Semester Execution Summary**. The faculty members also prepare work diaries for each subject wherein period-wise academic delivery has to be mentioned. Teaching plans for classroom as well as laboratory sessions are finalized after taking into consideration, the workload of all the members of the department.

Evaluation Blueprint: The College prepares a schedule for all the periodical internal

examinations to test the learning outcomes of students. Accordingly, internal examinations are conducted at the departmental level by using Blue-Books (answer booklets); the blue books serve as a continuous record that enables continuous tracking of student performance in internal examinations. The evaluated blue books are accessible to students to take advantage of the evaluation criteria as well as to work on the relevant remarks & faculty feedback on student's performance. The specify feedback and suggestions help students to perform better in their future examinations.

Students' Feedback: During the execution of academic plans and at the end of each semester, students' feedback is obtained. These inputs are utilized to refine the teaching plans, wherein, special classes and additional doubt-clearing sessions are organized to enable students perform better in their academic endeavors.

2.3.2 How does IQAC contribute to improve the teaching –learning process?

The College has an IQAC for conscious, consistent and catalytic improvement in the overall performance of the Institution. The IQAC at HDJC strives towards quality initiative, quality sustenance and quality enhancement of academic activities in the college

IQAC contribute to teaching and learning process indirectly.

- (i) The role of IQAC is important in infrastructural developments, periodic upgradation of class rooms and examination and evaluation reforms.
- (ii) Motivating faculty members periodically to attend programmes on new and emerging technologies.
- (iii) The problems faced by the students and teachers are raised at appropriate platforms so that it can be resolved.
- (iv) Feedback on courses and faculty is also obtained to assure quality of teaching & learning.

2.3.3 How is learning made more student-centric? Give details on the support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?

College offers a lot of support services to its teachers for making learning student centric. College has a rich library with latest editions of different books. Our college has e-library facility that keep our students connected to different libraries of the world. Our college is the active members of the INFLIBNET programmes of the UGC. Students can read different books; download the chapters anytime from anywhere. Teaching aids like LCD projectors, smart board are used by teachers to make their lectures more attractive and easy to understand. Time to time GD, Seminar and Debate are organized to interact students regarding the topics that teachers have taught in the classroom.

2.3.4 How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators?

The College faculty encourage and develop students' abilities to critically examine or access an idea or a situation, and to conceptualize different interpretations of the same idea or situation.

- The College encourages inter-disciplinary innovative projects and inter-disciplinary societies to add value to the teaching-learning-process and to nurture critical thinking, creativity and scientific temper among students.
- By inculcating creative and adaptive thinking among the students, the teachers prepare them for the challenges of life beyond the classroom. Practices such as classroom and tutorial discussions impart flexibility to classroom teaching and enhance creative thinking among the students.
- The College magazine and departmental wall-magazine have both teachers and students on their editorial teams, and both stakeholders contribute to such journals.
- Many departments of the College conduct field studies, excursions, study tours to develop a sense of curiosity and questioning, and to promote logical reasoning. Different departments organize science fairs, science clubs and other events to develop a competence of reasoning and thinking, and also a scientific temperament to apply to daily-life decision-making processes.

Teachers of the College encourage the students to become independent and self-motivated learners for life. Students are also encouraged to develop habits of dedicating oneself to continuous learning, staying updated with the current events, acquiring new skills, and in analyzing and resolving contradictory pieces of knowledge, thus expanding their understanding.

The faculty of the institution develop an innovative outlook among the students by assigning projects and assignments – both within a discipline and across disciplines - which require application of innovative ideas thereby motivating students to think out of the box and develop new ideas by engaging better with the subject. A teacher-student partnership in a project is extremely beneficial for the latter as they can learn from the experience and expertise of the former, with teachers acting as knowledge advisors to students in innovative projects.

2.3.5 What are the technologies and facilities available and used by the faculty for effective teaching? Eg: Virtual laboratories, e-learning - resources from National Programme on Technology Enhanced Learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education, etc.

H D Jain College has 05 ICT-enabled classrooms, making possible for teaching to evolve into a two way, multidimensional process, with greater interactive sessions.

- Online databases, such as SCIENCE DIRECT, JSTOR, PUBMED etc. are made available to students.
- Faculty members enable the students to access useful information by suggesting websites such as e-pathshala (UGC), Sakshat (MHRD), INFIBNET–N-List etc.
- Our College has a well-equipped ICT facility with 01 laboratories having 40 computers as well as LCD projectors, digital sound system, scanners and printers.
- Faculty members feature as Resource Persons for several co-curricular and extra-curricular.
- The College has a fully automated library with OPAC subscriptions to the NLIST (National Library and Information services infrastructure for scholarly content) Programme of the INFLIBNET (Information and Library Network), UGC, and enabling in-house as well as remote access to e-publications. The College is Wi-Fi enabled and has 40 PCs and 10 laptops.
- With these facilities, several faculty members have been able to enhance their teaching methods by incorporation of the following: Power point presentations, demonstrations, use of models, group presentations, educational films and documentaries.
- With the introduction of such technologies and facilities, it has been observed that there is a marked improvement in the communication skills, confidence and overall personality of the students. This materially increases their job prospects.

2.3.6 How are the students and faculty exposed to advanced level of knowledge and skills (blended learning, expert lectures, seminars, workshops etc.)?

In order to expose the students and faculty to advanced level of knowledge and skills, the college takes up the following initiatives:

- Intensive integration of ICT in combination with face-to-face classroom teaching & learning is promoted; this enables students & faculty to have access to advanced level of Knowledge and Skills.
- Conducting regular guest lectures with distinguished Scientists & Industry Experts provide opportunities for advanced learning.
- Faculty members & students are nominated to participate in National level Seminars & Conferences to advance their knowledge in specify domain areas.
- Extensive collection of Books, Journals & e-Journals in the library and Wi-Fi internet connectivity accessible to all students & faculty has significantly contributed to the exposure to advanced levels of Knowledge & Skills.
- Seminars and guest lectures are organized on regular basis in college campus to update their knowledge. This helps students and faculty members gather information about the latest developments in their fields.
- Newspapers and Internet are used on daily basis to keep track of the latest advancements in a particular field.
- Keeping in mind the advancements in information technology, the college has

moved ahead of its peers by using computers and Internet to teach most of the subjects. The college boasts of state-of-the-art computer laboratories and Network Resource Centre equipped with Internet.

- Seminars and workshops on burning topics & issues are organized from time to time in college. Prominent scholars and people from university and other organizations are invited to exhibit their pedantry for the benefit of the students.
- Several faculty members attend Refresher courses, orientation programmes and workshops organized and conducted by UGC, university and other organizations.

2.3.7 Detail (process and the number of students benefitted) on the academic, personal and psycho-social support and guidance services (professional counseling/mentoring/academic advice) provided to students?

- The Principal and faculty members encourage the students to freely voice their opinions on issues of their concern, and address them suitably giving advice and guidance as needed.
- Even outside the classroom, faculty members are always approachable to the students. Individual teachers also mentor and support their students.
- Teachers also guide both academic and co-curricular activities of departmental societies.
- The Placement Cell is a dedicated forum for academic support and guidance and enables students to take crucial career decisions with confidence.
- The College has a psycho-social cell to help students deal with personal, social, academic/non-academic issues.
- The staff advisor of the Equal Opportunity Cell is in constant touch with students, the Principal, University and other stakeholders for addressing their needs and providing all possible facilities for their academic growth. Through this cell the students are also able to organize cultural and social festivals, to showcase their varied talents, which are well appreciated by the entire student community.

2.3.8 Provide details of innovative teaching approaches/methods adopted by the faculty during the last four years? What are the efforts made by the institution to encourage the faculty to adopt new and innovative approaches and the impact of such innovative practices on student learning?

The college encourages the faculty to complement the academic system with practical skills through various teaching methodologies extending beyond classroom. The activities undertaken during last four years are:

- Power-point presentations and use of internet to make teaching and learning more interactive and interesting.
- Educational trips / Field trips National seminars in many subjects were organized.
- NLIST is subscribed to encourage faculty to adopt new & innovative methods.

- Students are allotted topics to prepare power-point presentations and class seminars are held.
- Students are encouraged to maintain wall magazine.
- CD's of topics and classic movies are shown to students.

The students get an exposure of global scenario of education as well as competition and can prepare themselves for prospective challenges.

2.3.9 How are library resources used to augment the teaching-learning process?

- The College library has a rich collection of Text books, Reference books, Journals, Magazines, and digitized education resources like CDs and DVDs.
- The operations are computerized and driven through standard software, and also provides access to a vast number of e-journals and digitized text books and reference books through INFLIBNET.
- The library has adequate number of computers with Wi-Fi internet access which are used by both students and staff to access Digital Library resources as well as Internet-based content.
- The Library also has reprography facility; the Library remains open from 8 a.m to 6.30 p.m.
- The working hours of the Library are extended during the periods of University Examinations for additional support.
- The Faculty uses the library resources to prepare and develop teaching plans and content.
- Students use the resources for additional classroom learning, assignments, projects, take home exercises, case analysis, role playing, etc.
- The Library resources are also used extensively by the faculty & students to develop and document research proposals and to prepare manuscripts for publication in Research Journals.

2.3.10 Does the institution face any challenges in completing the curriculum within the planned time frame and calendar? If 'yes', elaborate on the challenges encountered and the institutional approaches to overcome these.

Due to acute shortage of teachers the departments face problems in completing the syllabi. The institution invites part-time and guest teachers to meet the staff shortage to some extent and thus help to complete the syllabi in time. However, the institution manages the delivery of curriculum through lesson plan management system. Every faculty member has to follow the lesson plan management system and update their completion status. This helps in the timely completion of syllabus. However, in case of unscheduled holidays, the classes are re-planned and extra classes are always taken in order to complete the syllabus.

Completing the curriculum requires meticulous planning as the College has a vibrant

matrix of extracurricular activities.

- The College functions within the framework of the academic calendar of the University and College.
- The Academic Calendar of the College provides the broad schedule for the College's curriculum.
- The Timetable Committee provides the parameters within which the Teachers In-charge of various departments prepare the teaching and laboratory schedule thereby ensuring that syllabi are completed on time.
- Compensatory lectures and practical classes are held to compensate any teaching losses due to unforeseen circumstances.
- Extra-curricular Society activities are usually held during late afternoons such that they do not interfere with the teaching schedule.
- Departments are encouraged to conduct their field trips and festivals during the mid-term break to avoid any disruption in the regular teaching schedule.
- Teachers are required to finish the syllabus and internal evaluation according to the College's internal academic calendar, which takes the university calendar into account.
- As with any institution of this size, it is not always possible to control all exigencies. However pre-emptive action combined with compensatory teaching ensures that curricular goals are met in a time bound fashion.
- When any teachers go on leave, ad hoc appointments are done promptly without any delay so that teaching can continue uninterrupted. Under short term contingency scenarios, guest lecturers are also appointed. The College administration ensures that the classes are held on time and syllabi are completed.

2.3.11 How does the institute monitor and evaluate the quality of teaching learning?

- The institute monitors and evaluates the quality of teaching learning through IQAC which collects feedback from all stakeholders and on the basis of such feedback, monitors and evaluates the quality of teaching-learning. These analyzed and evaluated, reports are perused by the Principal. In turn the outcome of the feedback analysis is informed to each teacher for future improvement and encouragement. The outcome of the evaluation and its analysis are intimated to the individual teachers to understand their strength and weaknesses, leading to overall improvement of the teaching-learning process.
- The Principal and IQAC coordinator regularly meets the Heads of Departments and takes feedback on the teaching-learning progress of each department.
- Besides, the College Grievance Redressal Mechanism also takes care of the quality of teaching-learning.

2.4 Teacher Quality

2.4.1 Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human

resource (qualified and competent teachers) to meet the changing requirements of the curriculum

This college is fortunate to attract the best available faculties in the university for each subject. Our academic work culture is sound and challenging. Each faculty has to contribute in maintaining and upgrading the academic standards. Therefore, only those who have sound knowledge and good communication skill join as faculty of this institute. Even the best among newly appointed teachers (according to merit) prefer to join this college.

The qualified faculty members of this college get utmost job satisfaction obviously due to availability of large number of good students to interact with sound infrastructure, sprawling campus and satisfactory research facility. The composition of faculty members of this college is presented in the following table.

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teacher							
D.sc./D.Lit.							
Ph.D.	23	--	22	10	01	01	57
M.Phil.	--	--	--	--	--	--	
PG	01	--	--	01	--	--	02
Temporary teachers							
Ph.D.					03	01	4
M.Phil.							
PG					01	01	02
Part-time teachers							
Ph.D.					08	03	11
M.Phil.							
PG					37	06	43

The regular faculty is employed strictly as per UGC, Bihar Government and University rules and conditions. The same eligibility conditions apply to temporary, Part-Time and Guest faculty. Appointment of teachers, whole-time including Principal of affiliated colleges is made in accordance with the provisions of the Bihar Govt. However, if in any subject where faculty strength falls due to retirement of any teacher and the recruitment of new teacher does not take place in time, then the authority takes initiatives to appoint Part-Time Teachers/ Guest Faculty according to the rules and norms laid down by the V K S University, Ara and Department of Higher Education, Government of Bihar, and the rules made there-under.

2.4.2 How does the institution cope with the growing demand/scarcity of qualified senior faculty to teach new programmes/modern areas (emerging areas) of study being introduced (BBI, IT, Bioinformatics etc.)? Provide details on the efforts made by the institution in this direction and the outcome during the last three years.

The College has a long and well-established reputation as an academic institution with strong teaching and research components. The Institution's inherent academic culture juxtaposed with strong support structures provided by the administration enables it to meet the challenge posed by scarcity of qualified senior faculty in emerging areas of study. These include;

- A flexible and ready-to-evolve approach of the faculty towards academic and professional growth. The College encourages the faculty to participate in various Faculty Training and Capacity-Building Workshops and Programmes, refresher courses, Summer and Winter Schools to re-professionalize themselves by acquiring new skills. The College provides leave of absence for academic/research purposes.
- Strong technological and infrastructural support structures are provided by the College (details in sections 4.1 and 4.3)
- The Institution provides specialized laboratories and promotes of state-of-the-art hardware and software in its computer systems while continually upgrading laboratory instruments and other apparatus.
- The Institution facilitates procedures for receiving research grants from funding agencies like UGC/DBT/ICMR/DRDO.
- Any temporary shortfall of teachers is met by guest faculty, and experts are invited to give lectures/talks/seminars for formal and informal interaction with the faculty and students.

2.4.3 Providing details on staff development programmes during the last four years elaborate on the strategies adopted by the institution in enhancing the teacher quality.

a) Nomination to staff development programmes

Apart from nominating the faculty for external academic development programmes,

the College organizes several one-day duration faculty development programmes in a year with outside expert(s). This helps the faculty in updating and enriching their subject knowledge and skills. Workshops are also organized by the College on teaching methods, pedagogy tools, course planning, content development, etc for the benefit of the faculty. The seminars organized by the departments of the College also help the faculty in enhancing their quality of teaching.

Academic Staff Development Programmes	Number of faculty nominated
Refresher courses	10
HRD programmes	
Orientation programmes	
Staff training conducted by the university	03
Staff training conducted by other institutions	
Summer / winter schools, workshops, etc.	10

b) Faculty Training programmes organized by the institution to empower and enable the use of various tools and technology for improved teaching-learning.

On the issues such as handling new curriculum, content/knowledge management, selection, development and use of enrichment materials, assessment, teaching learning material development, selection and use, heads of departments provide informal orientation to their newly-recruited staff. Regarding use of audio visual aids/multimedia etc, technical assistance is provided by the College to operate ICT tools.

- Teaching learning methods/approaches
- Handling new curriculum
- Content /knowledge management
- Selection, development and use of enrichment materials
- Assessment
- Cross cutting issues
- Audio Visual Aids/multimedia
- OER's
- 'Teaching learning material development, selection and use

c) Percentage of faculty

Strategies adopted by the institution in enhancing the teacher quality.

- The College provides autonomy and infrastructure for learner-centric education approach through appropriate methodologies like Academic Calendar, Interactive & instructional techniques like audio-visual mode of teaching, ICT based learning, organizing seminars, debates, Lectures by experts from other colleges &

Universities, inter-departmental lecture exchange & presentations. This is accompanied by experiential teaching like project-based learning, field work, surveys, experiments and practical classes, etc.

- The College organizes Workshops/ Seminars/ Conferences for enhancing the teacher quality.
- Study materials, reference books, information from Internet are provided.
- The students and the faculty keep pace with recent developments in their disciplines by perusing research journals, latest reference books, participating in national seminars/workshops/symposium /summer school/ refresher courses/internet browsing and interactions with experts.

2.4.4 What policies/systems are in place to recharge teachers? (eg: providing research grants, study leave, support for research and academic publications teaching experience in other national institutions and specialized programmes industrial engagement etc.)

The institution supports and encourages faculty members to broaden their theoretical perceptions and sharpen the methodological tools of the subject concerned. The teachers are encouraged to attend the orientation and refresher courses conducted in various universities across India. Added to it to promote researches the teachers are encouraged to send minor and major research proposals to UGC/CSIR/ICHR/ICSSR. The research awards are definitely instrumental in recharging the faculty members as they engage with new discourses, methodologies prevalent in the respective subject. The college also provides small grants to departments to undertake some specific and extremely relevant research proposals and fieldwork. The teachers who do their Ph.D. are given study leave to complete their work. The teachers are also encouraged to attend seminar and symposiums and the college supports them through granting duty leave and reimburses their travel expenditure. The college is also undertaking efforts to publish a monograph on H D Jain College, Ara and also an academic journal which shall be peer reviewed.

2.4.5 Give the number of faculty who received awards / recognition at the state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance/achievement of the faculty.

The College provides an environment conducive for the faculty to engage in research and other academic pursuits.

The Institution's intrinsic academic culture in conjunction with strong support structures offers many different opportunities for the faculty to grow professionally and ensures minimal constraints for academic pursuits.

2.4.6 Has the institution introduced evaluation of teachers by the students and external Peers? If yes, how is the evaluation used for improving the quality of the teaching-learning process?

YES. Student feedback is collected regularly to evaluate Teacher's competencies in the Teaching-Learning Process

- Student feedback on individual faculty members is collected in order to assess teaching competencies of teachers, in each paper handled by the teacher.
- Major pointers from the feedback are communicated to the Faculty which has resulted in significant improvement in the quality of the interactions and the Teaching-Learning process.
- Peer review of faculty competencies is also conducted by the Academic Audit Committee (IQAC) consisting of the respective HOD, Principal and external subject experts. In addition, the Recommendations & Observations of Subject Experts who are part of Local Inspection Committee (LIC) of the Affiliating University are also shared with the respective faculty members. This process of External Peer Review also has significantly contributed to the quality enhancement among Teaching Faculty.

2.5 Evaluation Process and Reforms

2.5.1 How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes?

- Detailed information about the evaluation methods and the Examination schedule is given in the Prospectus from the time of their admission in a course and also in the Academic Calendar at the beginning of a session.
- The evaluation methods are displayed in the departmental notice board for different subjects. Regular notification regarding examination is also a feature of the teaching-learning and evaluation process of the institution.

2.5.2 What are the major evaluation reforms of the university that the institution has adopted and what are the reforms initiated by the institution on its own?

A major evaluation reform in the UG level examination was the adoption of multiple-choice based question paper in the final year. Bar code is also being used on Answer Books. The reforms, otherwise, proposed by the university are mandatory at UG and PG level. The institution, on its own, initiates such reforms as internal viva-voce and assignments/assessments in UG and PG practical labs.

2.5.3 How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?

The College has introduced a system to maintain separate Blue books for each student, which become tools to monitor Students' academic progression in Internal Examinations.

- The Blue-Book is used as a tool/basis for feedback to students and their guardians and enhances the process of evaluation.
- Faculty members receive special orientation on University Evaluation Reforms as well as Institutional Evaluation Reforms, at the beginning of the semester and also before the commencement of major Evaluation points.
- Students are assisted in documentation seeking re-evaluation from the University Examination/Evaluation Units. Internal Assessment Marks/ Grades are displayed on Notice Boards in the College before they are submitted to University, in order to provide scope for Grievance Redressal.
- Internal Marks/Grades that are given to students are also monitored by the IQAC and the Principal, in order to ensure transparency and promote evaluation based on guidelines and remove instances of personal bias.
- Any other complaints received from students are forwarded to the University by the College.

2.5.4 Provide details on the formative and summative assessment approaches adopted to measure student achievement. Cite a few examples which have positively impacted the system.

The formative assessment is done to get feedback and information during the instructional process. It measures student progress as well as progress of a teacher. The following are the types of formative assessment in the College.

- Observations of students during in-class activities
- Take home exercises/assignments
- Question and answer sessions
- Student seminars
- Group discussions
- Unstructured interviews
- Student interactive sessions

Summative assessment is done to measure student growth at the end of a course/semester to determine whether learning goals have been met. The following are the summative assessments being carried out in the College.

- Unit tests (Multiple choice, True/False, Short answer, etc)
- Mid-term examinations (Based on University examination model)
- Pre-final examinations (Based on University examination model)

All the above mentioned measures have resulted in top-level performance of the students in their University examinations – For Example: B.A., B.Sc., M.A and M.Sc. B.Com. These efforts have also yielded prestigious University Ranks in University Examination in the subjects like M.Sc., Applied, Chemistry, , B.Sc. (IT), BBA etc.

2.5.5 Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weightages assigned for the overall development of students (weightage for behavioral aspects, independent learning, communication skills etc.

- Complete transparency is maintained during the evaluation process and all the stakeholders remain well informed about the methodology adopted for internal assessment.
- While 20% marks are kept for academic assessment of the students, 5% marks are earmarked for attendance. The attendance record is submitted to the office at the end of each month. To keep teachers aware of the submission dates the College has an academic calendar in place.
- The graded answer scripts are shown to each and every student of the class and discussed in detail.
- Every student also has access to the Internal Assessment data available with their department. This helps in expediting the redressal of grievances of students, if any, pertaining to their Internal Assessment.
- The Internal Assessment data generated by various departments is verified by IQAC.
- The Academic Calendar ensures that at least 50% of the course is covered and 50% Internal Assessment submitted in the office by the end of mid-term.
- Since the University ordinances and guidelines do not have provisions for evaluating behavioral aspects of a student's performance, no such procedures can be put in place by the College. However, attempts are made to recognise class participation, performance in discussions; presentations, etc.

2.5.6 What are the graduates attributes specified by the college/affiliating university? How does the college ensure the attainment of these by the students?

A graduate degree is awarded by the V K S University upon the completion of the prescribed curriculum and the attainment of the minimum prescribed marks for the programme/ course in the aggregate of both term-end examinations and Internal Assessment components. The College emphasizes the development of several graduate attributes and these are integrated into its teaching-learning processes and evaluation protocols. These include.

- Developing language skills through written assignments and class presentations and Group Discussions.
- Developing analytical and technical skills through independent projects, internships, field-trips, utilization of advanced equipment and a wide-range of software.
- Abilities such as providing leadership and initiative, working co-operatively within a team, assuming responsibilities, and resolving conflict situations are identified and developed by a wide array of co-curricular and extra-curricular societies/ committees/ clubs/ organizations.
- The students are encouraged to develop a driving desire for knowledge, a vibrant dynamism and spirit of enterprise, a focused ambition, sustained commitment, ethical professionalism, innovative thinking, and an acute consciousness about the world around them

2.5.7 What are the mechanisms for redressal of grievances with reference to evaluation both at the college and University level?

The Institution has established a strong Grievance Redressal Mechanism with reference to Evaluation. College Level:

- The first level of Student Grievance Redressal with reference to evaluation is at the Class teacher/HOD level.
- Unresolved Grievances are addressed by the **Students' Grievance Redressal Cell**.
- The third and final level of Grievance Redressal is addressed by the Principal of the College in association with **Students' Grievance Redressal Cell** and with the help of external expertise, if necessary.
- Any evaluation-related grievance can also be forwarded, after internal scrutiny, to the University for the required intervention.

2.6. Student performance and Learning Outcomes

2.6.1 Does the college have clearly stated learning outcomes? If 'yes' give details on how the students and staff are made aware of these?

The College has clearly stated learning outcomes that are an integral part of its teaching-learning processes and evaluation protocols. The Institution firmly believes that education is not restricted to providing answers, and that it should equip students to identify the means to realize the answers for and within themselves.

The students are encouraged to develop a driving desire for knowledge, a vibrant dynamism, a focused ambition, sustained commitment, and an acute consciousness about the world around them, as the College considers every student an aspiring professional, a creative thinker and a socially aware citizen.

The College encourages its different departments to specify additional learning outcomes as teaching-learning and evaluation structures vary across disciplines. A few examples are cited:

- **Botany:** to inculcate a spirit of adventure, learning beyond what is commonly in the textbooks and creating awareness for spreading knowledge,
- **English:** to give the students a thorough grounding in the skills of reading, comprehension, writing and editing, and to explore their literary and extra-literary talents,
- **History:** to give the students a sense of the past and to acquaint them with the social, cultural and institutional developments that has produced the world of today and India, in particular,
- **Commerce:** to provide quality teaching with a research and industry-oriented approach for students, and to develop practical knowledge in Accounting and Auditing.

The College has a well-established and effective mechanism to ensure awareness among the principal stake-holders of its vision for the overall development of the potential, aspirations and talents of its students. Awareness among the faculty is extended by interaction of the faculty members in Departmental and Staff Council meetings.

Students, as prospective applicants, initially learn about the aims and objectives of the institution from the College website and Bulletin of Information. In addition, Orientation Programs are conducted by both the college and the respective departments on the first day of the academic year.

Awareness is spread further by interaction between the faculty and students, and between senior and newly-admitted students across the entire academic session, through discussions in Student-Faculty Committees, Departmental Societies, sports and cultural societies, seminars, open dialogues, talks and other meetings, including those with the alumni and parents.

2.6.2 Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course / programme? Provide an analysis of the students results / achievements (Programme / course wise for last four years) and explain the differences if any and patterns of achievement across the programmes / courses offered.

The performance of the students is monitored in science labs through viva-voce and class tests and internal exams. At P.G. level the internal tests are essential part of their course evaluation.

The progress of the student is communicated by showing the internal evaluation answer books to the students so that they may understand and improve weaknesses and lackune. Necessary remedial actions out of the class room guidance and personal counseling is taken to improve the performance of weak students.

- Teachers evaluate student performance through class tests, assignments and projects, and suggest methods of improvement to individual students. In addition, teachers of each course monitor regularity of students in attending classes.
- Regular tutorial discussions enable assessment of each student's distinct requirements and abilities.
- Student performance in Internal Assessment is also analysed by each department, along with the nature of the intervention that is required. This is communicated to the students and there parents.
- Each department also evaluates student performance in the term-end examinations.
- The College monitors the attendance of students on a regular basis. Teachers are required to maintain and submit attendance records every month to IQAC.
- The College communicates the progress of students through teachers in classrooms, tutorial meetings, departmental and college notice boards, and the College website.

2.6.3 How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?

- Our College follows the courses as prescribed by the University.
- Students are enlightened by the teachers about the various aspects of the subjects. The learners are also made aware of the social relationships, social behaviors and social responsibility by introducing NSS and NCC programmes.
- The career counseling as well as other such programmes like coaching in entry of services and communicative English helps the students to enhance their responsibility in present job scenario of the country. Campus recruitment drive in the college also helps the students to make themselves employable in the job market.

2.6.4 What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (student placements, entrepreneurship, innovation and research aptitude developed among students etc.) of the courses offered?

It is implicit in the College vision and tradition to see students as citizens in-the-making. The holistic development of the students, emphasizing engagement with social and economic structures outside the classroom, is served through a variety of structures.

- **Career Counselling and Placement:** The Career Counselling and Placement Cell of College connect students to areas of practice by organizing market interface opportunities, skill and capacity building events, and most importantly recruitment.
- **Entrepreneurship:** Students are encouraged to acquire business-oriented skills through events organized by Career Counselling and Placement Cell, often in association with industry players.
- **Innovation:** College has a policy of empowering student participation in academic/ research spaces. Students' facilities for research are also proposed to be augmented. The College has been awarded 10 innovation projects currently which are interdisciplinary in nature, involving student participation.
- **Social Consciousness:** Student engagement with the community, with special focus on vulnerable groups, is encouraged and enabled through societies like NSS, NCC. The work of student societies/Clubs with an ecological focus is commendable indeed. Volunteers of NSS engage in tree plantation, energy conservation, cleanliness drive, and Solid-waste disposal. The NSS unit of the College has a multi-pronged community initiative that focuses on health and sanitation, literacy and reading for the blind. NSS unit organizes blood donation camps regularly. Furthermore, it has been observed that the pedagogic method often avails of the contemporary context that the students are sensitive towards, in order to explicate any abstract theory available in any discipline.

2.6.5 How does the institution collect and analyze data on student performance and learning outcomes and use it for planning and overcoming barriers of learning?

Students' Performance in Internal Exams and External Examinations (V.K.S.U, Ara) are major indicators of Student progression.

- Students' marks in Internal exams are **analyzed Semester-wise** to understand the performance and progress of every student.
- **Students' participation in extra-curricular activities** and socially relevant initiatives, for example: participation in NSS & NCC activities, and in Leadership engagements are also monitored through the duration of their course.
- Poor performance in both the areas, i.e., curricular and other participative activities, reflect upon the drawbacks/lacuna in the achievement of the intended learning outcomes.
- **Timely intervention and customized remedial initiatives** (For example: Mentoring, Career Counselling, Additional teaching inputs, Financial support etc) are implemented to overcome the barriers to learning and to realize their achievement to the fullest extent.

2.6.6 How does the institution monitor and ensure the achievement of learning outcomes?

As a constituent of the V K S University, the College strictly follows all the evaluation norms/procedures stipulated by the university, as well as course structures and associated assessment mechanisms, attendance rules and other academic requirements such as the Academic Calendar and other processes. Within these parameters, the vision, mission and objectives of the College have already been outlined.

While the structures and strategies in place to facilitate realization of specified learning outcomes have :

The Internal Quality Assurance Cell (IQAC) of the College develops and initiates procedures and modalities for promoting the institutional environment for teaching-learning and research. The IQAC continuously monitors all aspects of curriculum and pedagogy and, in addition, facilitates collection and analysis of information and data to identify thrust areas and those aspects of institutional functioning that require intervention.

The performance of the PG students is monitored in the following ways:

- Attendance records for the semester are displayed on the departmental notice board.
- The answer scripts are also shown to the students to help them to analyze their mistakes.

- Seminars are held at departmental level to enable students to make use of technology. Instant feedback is given by the faculty to make them aware of their shortcomings.
- Assignments and project work are evaluated by the teachers and necessary suggestions are given to the students.

2.6.7 Does the institution and individual teachers use assessment/evaluation outcomes as an indicator for evaluating student performance, achievement of learning objectives and planning? If 'yes' provide details on the process and cite a few examples.

Any other relevant information regarding teaching-Learning and Evaluation which the college would like to include.

- Criteria 2.3.11, 2.5.2, 2.5.4, and 2.5.5 provide the necessary information concerning the evaluation process; while Criterion 2.6.3 down to Criterion 2.6.6 provides the information connecting the evaluation process to both student performance and learning outcomes.
- The analysis of student performance through the various evaluation schemes help in identifying the students who face problem in grasping and understanding a particular subject and accordingly pedagogies are strategized to bring the underperforming student at par with peers.
- The practice of holding meetings between the teachers of various departments with IQAC members and the Principal to discuss the overall result outcomes has been instrumental in exploring various aspects of teaching and learning strategies.
- The College gauges the student's performance and learning objectives by assessing the number of students qualifying their examinations with distinctions and also by keeping a track of the number students receiving awards/ prizes/ medals/ scholarships for their academic excellence.
- Keeping track of the placement through Career Counselling and Placement Cell or through individual efforts.
- Feedback from the students about the teaching learning process is crucial to improving the same.
- Remedial classes are held for weak students.
- Students, who are low in confidence, are encouraged to participate in various activities held by different societies in the College.

CRITERIA-WISE INPUTS

CRITERION III: RESEARCH CONSULTANCY AND EXTENSION

KEY ASPECTS

- 3.1 Promotion of Research**
- 3.2 Resource Mobilization for Research**
- 3.3 Research Facilities**
- 3.4 Research Publications and Awards**
- 3.5 Consultancy**
- 3.6 Extension Activities and Institutional Social Responsibility**
- 3.7 Collaborations**

CRITERION III: RESEARCH CONSULTANCY AND EXTENSION

3.1 Promotion of Research

3.1.1 Does the institution have recognized research center/s of the affiliating University or any other agency/organization?

Individual teachers from various departments are actively involved in research activities and they have been able to develop research facilities and centers that are well known in the University and outside. The University acknowledges this by allowing Ph.D. students to get enrolled under these teachers who use the respective facilities and expertise established in the college to carry out research activities.

H D Jain College, Ara has an impressive academic history and a supportive, encouraging atmosphere for research activities but as of now the institution does not have a recognized research center/centers of the affiliating University or any other agency.

- The College has constantly and successfully endeavoured to keep the scientific and computational laboratories updated with latest equipment and related software resources to be research ready for both regular research work and special commissioned research. Research work in conjunction with the affiliating university is an integral part of the College even though there is no dedicated autonomous research centre. The locational advantage that the College has of proximity with the main faculties of the affiliating university has resulted in an enduring network of supervisors, research candidates, equipment, and an overall environment conducive to research.
- The various departments of the College have well equipped laboratories. Though not recognized research centres as such, significant research activity takes place in these laboratories. Further, the College aspires to have recognized centres dedicated to research in sciences, social sciences, commerce and humanities. The college plan to established Linguistics Research Centre: For carrying out research in the languages of Hindi, English, Sanskrit- well equipped with software and translation facilities. Science Research Centre: To promote excellence in research and innovation; the College proposes to have a state of the art Science Research Centre.

3.1.2 Does the Institution have a research committee to monitor and address the issues of research? If so, what is its composition? Mention a few recommendations made by the committee for implementation and their impact.

Yes, the institution has a research committee to support, evaluate and co-ordinate research programmes for faculty and students. It is evident that the college is enthusiastically engaged in research activities, by the number of minor, major and innovative projects awarded to various faculty members, H D Jain College had constituted a research committee in 2015. The responsibilities and functions of

the research committee was to initiate and support the research schemes. **COMPOSITION:** Research Development Committee of the College has been composed as per the requirement of University Grant Commission under XIIth plan.

- | | | |
|----------------------------|--|-------------|
| 1. Dr. Chandrashekhar Saha | (Principal) | Chairperson |
| 2. Dr. Ahmad Masood | (Botany) | Convener |
| 3. Dr. C S Choudhary | (IQAC Coodinator) | Member |
| 4. Dr. Naresh Prasad | (Bursar) | Member |
| 5. Dr. Anil Kumar Singh | (All Major and Minor Research project holder as members) | |

One of the guiding principles recommended and upheld by the existent Research Committee, that has been fruitfully integrated in the institution's everyday conduct is to have an interdisciplinary focus in research initiatives. In order to achieve this, the Committee works around the following:

- To motivate young faculty to take up research scheme projects.
- To disseminate information coming from various government/ private agencies regarding funding for conducting research work, and for conducting /attending workshops/ seminars.
- To allocate space for carrying out research work, so as to have optimum utilization of the available infrastructure.
- The College has recently constituted the Internal Quality Assurance Cell (IQAC) with constituent members from the teaching faculty, representative(s) of parents and students, alumni, industry and the wider community. This measure has widened the membership base of the quality initiative of the College, by incorporating all stakeholders.
- The College at the administrative level is supportive of research for both faculty members and students alike. Both the Principal Investigator(s) and the Mentor(s) are autonomously responsible for their specific research initiative.
- Faculty members are encouraged about their lifelong learning initiatives; refresher and orientation courses in interdisciplinary subjects are welcomed and promoted. Faculty members are constantly urged to complete their doctoral research and subsequent research initiatives. In a similar spirit students are guided in their innovative and interdisciplinary research initiatives promoted by the affiliating University, UGC and other Research collaborative agencies.

3.1.3 What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes/ projects?

The Research Committee of the college is constituted primarily to assess the impact of a project on its infrastructure that is submitted to the college for approval. Once the project gets the no objection from this committee, it gets the approval from the college and then the project proposal is submitted to the relevant funding agency for approval by the teacher. Once approved the grants are released by the funding agency and then as per the commitment, the college provides the necessary infrastructure to

facilitate the research activity. Grant released by funding agencies is deposited in college funds and is used by the concerned faculty as and when required for the project. The utilization certificates are issued after regular audits are carried out by a Registered Chartered Accountant. The college and funding agency are acknowledged in the published research articles and papers.

The institution helps in smooth running of the research laboratories and allows for the purchase and maintenance of equipments/chemicals/consumables with the sanctioned grant by the funding agency whose accounts are maintained through statement of accounts. Such laboratories that are developed in the college to carry out the projects and other research activities get help from the fact that the entire college is Wi-Fi enabled and even the college library is well equipped.

Institution permits research scholars to work in college premises during non-working days and till late hours. Faculty members are normally expected to be present during the non-teaching timings for guiding these students. In addition to these the institution also encourages and sanctions study leave to its faculty members for completing research study/ post-doctoral studies and duty leave for attending national and international seminars and conferences as well as participating in refresher courses and workshop to update themselves on the recent and advanced developments.

- **Autonomy to the Principal Investigator:** Full autonomy is given to the Principal Investigator by the institution to facilitate smooth progress and implementation of research schemes/projects.
- **Timely availability or release of resources:** The Institution makes all necessary arrangements for timely availability or release of resources for smooth progress and implementation of research schemes/projects.
- **Adequate infrastructure and human resources:** Adequate infrastructure and human resources are provided by the institution for smooth progress and implementation of research schemes/projects. Created laboratories for major projects. The college authority has provided space in each department to carry out minor research projects and research activities for the faculty. Provided computer and internet facilities for all departments. Purchased books and journals according to the needs of the faculty.
- **Time-off, reduced teaching load, special leave etc. to teachers:** Due to shortage of staff almost in every department, the institution cannot afford to reduce teaching load for the sake of the students. However special leave is granted when and where it is necessary.
- **Support in terms of technology and information needs:** Internet, LAN, INFLIBNET and journal and e-journal subscription is made available to the Principal Investigator by the institution to facilitate smooth progress and implementation of research schemes/projects.
- **Facilitate timely auditing and submission of Utilization Certificate to the funding authorities:** The institution monitors and facilitate timely auditing and submission of Utilization Certificate to the funding authorities.
- **Any other:** The institution encourages and extends all help possible to promote

research activities in the institution.

3.1.4 What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?

To develop scientific temper and research culture and aptitude among students following efforts are made by various departments of the college.

- Each session begins with an orientation programme with an introduction to the scientific traditions of the departments.
- There are annual programmes organized by dedicated societies/ Clubs of college, in which speakers from various sections of society are invited to share their experience and knowledge at the undergraduate level.
- The students are actively involved and encouraged in planning students' activities. For any such activity, they are divided into groups and sub groups and are asked to execute tasks assigned to them. This kind of approach not only inculcates scientific temper but helps them in developing an attitude to work in groups.
- Debates, paper reading contest and quizzes are organized on the recent issues in the Department.
- The students are encouraged to visit various laboratories around the campus and places of scientific interest to create awareness about the latest developments.
- Students are recommended to attend seminars/workshops and summer/winter training programmes in other scientific institutes.
- Students participate in innovation projects of the college, which are collaborative projects wherein interdisciplinary interaction and exchange of information are encouraged.
- Teachers expose students to new discoveries and methodologies by teaching–learning process, scientific news and videos.
- Students are encouraged to work on short term research projects to foster the research culture amongst them.
- National conference organized on the topics of global significance to provide world wide exposure to students and faculty by providing opportunity to interact with Luminaries from research centres, National institutions for interactive sessions on recent developments.
- Visits to research centre of national repute are organized for PG students and faculty members.
- PG students are motivated to get higher education and career options in research field by the subject teachers also the guidance to prepare for competitive examinations like NET, GATE and SLET is provided.

3.1.5 Give details of the faculty involvement in active research (Guiding student research, leading Research Projects, engaged in individual/collaborative research activity, etc.

A large number of faculty members participate in supervision and guidance of

research students of the affiliating university.

Involvement of faculty in active research includes doctoral thesis guidance, project work and individual/collaborative research activity. Some of the teachers' achievements worth mentioning are as follows:-

3.1.6 Give details of workshops/ training programmes/ sensitization programmes conducted/organized by the institution with focus on capacity building in terms of research and imbining research culture among the staff and students.

Various departments of the college actively organize/conduct seminars, workshops, informative lectures, capacity building programmes and training programmes to equip the faculty, students and even people from various sections of the society with knowledge of latest technologies and inventions and to promote research culture.

3.1.7 Provide details of prioritized research areas and the expertise available with the institution.

Priority areas for research

- Priority areas of Research among the Arts Faculty members are Women's Studies, Philosophy, Ethics and Religious Studies, Ancient & Cultural History, Eco-Tourism.
- Priority areas of Research among the Science Faculty members are Space Science, Nuclear Physics, Applied Mathematics, Neuroscience, Water Treatment, Taxonomy of Animals, Taxonomy of Plants, Entomology, Cell and Molecular Biology.
- Priority areas of Research among the Social Science & Commerce Faculty members are Intellectual Property Rights, Development and Commerce, Banking and Finance, & Environmental Economics.

3.1.8 Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students?

It is a regular practice to invite Researchers of eminence as resource persons for Seminars, Workshops, Guest Lectures, etc organized by the departments in the College. These initiatives offer opportunities for the students and faculty to interact with such eminent resources persons for further research interests

- During the last three years, the College has been organizing a program called INSPIRE (Innovation in Science Pursuit for Inspired Research) sponsored by Department of Science and Technology, Government of India. It is an annual (residential) program spreading over five days.
- Our alumni who are engaged in scientific pursuit in advanced Research Institutions visit our Institution and interact with our students and faculty.
- Through local NGOs, we are able to attract eminent Research Scholars to interact

with our Faculty members and students.

3.1.9 What percentage of the faculty has utilized Sabbatical Leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?

The Sabbatical leave for research activity has not been utilized by any faculty. In fact, it has not been demanded by any faculty.

However, the institution often sanctions leave to those who are perusing their Ph. D or working on research projects. About 4 (four) of the permanent faculty members have been sanctioned study leave for undertaking research activities leading to the award of Ph. D Degrees in last four years and for presentations in seminars with the hope that their exposure and work shall ultimately benefit the student community and staff of the College.

3.1.10 Provide details of the initiatives taken up by the institution in creating awareness/advocating/transfer of relative findings of research of the institution and elsewhere to students and community (lab to land)

The college takes up various initiatives in creating awareness among the students and community. The workshops organized in the college help students and teachers alike. The proceedings of seminars organized on different topics from time to time on the latest and burning topics like women empowerment and human rights are published by the Media. Educational come excursion trips are organized on regular basis which provides the students exposures. Recently Department of Geography organized geographical excursion trips of Rajgir, Pawapuri, Nalanda and Kakolat natural water fall. This helps and informs the community at large. The latest information received and methodology of teaching learnt by the teachers through GOC (General Orientation Courses and Refresher Courses) also help students to update their knowledge.

3.2 Resource Mobilization for Research

3.2.1 What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization.

The institution does not get funds for carrying out research projects. It is recognized primarily as a teaching institution where faculty also carry out research activities. It is the potential of the faculty which has taken the institution to phenomenal levels altogether in the area of research. Although the College does not have any budget dedicated for research but the projects sanctioned by the funding agency bring in the finances to look after the research interests of the teachers.

3.2.2 Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years?

There is no provision in the institution to provide seed money to the faculty for research. However, the institution and the university may consider the genuine proposal forwarded by the faculty for the financial help. If any faculty seeks financial help for research it may consider the proposal positively on the basis of the merits of his/her proposal.

3.2.3 What are the financial provisions made available to support student research projects by students?

There is no provision in the institution to provide seed money to the faculty for research. However, the institution and the university may consider the genuine proposal forwarded by the faculty for the financial help. If any faculty seeks financial help for research it may consider the proposal positively on the basis of the merits of his/her proposal.

3.2.4 How does the various departments/units/staff of the institute interact in undertaking inter-disciplinary research? Cite examples of successful endeavors and challenges faced in organizing interdisciplinary research.

The various departments and staff of the institute interact with each other in undertaking inter-disciplinary research. Examples of successful endeavours for interdisciplinary research are:

- Organizing Seminars and Conferences. Department of History, Philosophy and Political Science have organised two national level seminars.
- The Teacher's council of the college organises a unique Interdisciplinary programme -- Study Circle for Faculty members to Present Papers various research oriented Subject Matters which is supported by the college authority. The Paper presented in the Study Circle is published annually college magazine.

3.2.5 How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?

The college ensures optimal use of various equipment and research facilities with the help of teaching, non-teaching staff (lab staff etc.) and students. All the TICs are required to document and maintain a record of the equipment purchased during his/her tenure, and the register is subsequently handed-over to the next Teacher In-Charge of the department who takes up the responsibility by rotation. The lab-staff of the science departments are fully trained to use and maintain the instruments and share this responsibility. The departmental facilities and instruments are available to the teachers and students for day-to-day practical classes, research projects, and are

also used during seminars/workshops.

Further, stock registers of equipment are also maintained to monitor their use. The library and the labs can be made available till late hours and on some holidays, on request or prior permission of the Principal.

3.2.6 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If 'yes' give details.

----N/A----

3.2.7 Enumerate the support provided to the faculty in securing research funds from various funding agencies, industry and other organisations. Provide details of ongoing and completed projects and grants received during the last four years.

- The Institution provide necessary help to the interested faculty members to apply for research grants from different sponsoring agencies and also guide wherever required to carry out a research projects.

3.3 Research Facilities

3.3.1 What are the research facilities available to the students and research scholars within the campus?

H D Jain College is a premier V K S University college with well-established teaching and research credentials. Each Science Department has adequate space for their labs fitted with modern research equipments and dedicated faculty and non-teaching staff. The staffs are encouraged to attend regular training programmes This empowers the faculty and students to conduct basic as well as specialized research.

The following research facilities are available for active research work within the college campus:

- Various labs such as Physics, Chemistry, Botany, Zoology, Psychology, Geography and Commerce with latest equipment.
- Central computing with printing facility.
- Internet Connections with Wi-Fi Campus.
- Automated Central College Library with OPAC facilities Departmental Library, Departments are well-equipped with LCD, printers, scanners, and Internet facilities.
- Reprographic Facility.
- Procurement of Research Oriented Journals & E-Journals.
- Laboratories for Major Research Projects with Latest equipment.
- Space/Enclosures to carry out Minor Research Projects.
- College is member of INFLIBNET and provided several teachers and students their own account and password.

3.3.2 What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?

The Research Committee, constituted as per the UGC Plan, looks after the interest of faculty applying for research projects by providing them the best possible support. This committee is also authorized to recommend up-gradation of infrastructure facilities to the Development Committee of the college. Our College has more than 10 Labs in Science and other Departments. The College promotes research activities and works towards streamlining the working condition as far as possible.

Several institutional strategies have been developed from time to time for the benefit of students and the institution. Development committee looks after the infrastructure of the college with the help of Building Committee and Purchase Committee. During the last 3-4 years college has purchased various instruments from share of the college in the project grants by following the UGC norms in this regard.

The College Research Committee chalk out institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers. It has stipulated the following strategies:

- Keeping track of the various research projects funded by UGC, ICCR, DST etc.
- Updating the teachers regarding the various fellowships and facilitate in applying for the same.
- Monitor that infrastructural facilities are provided in the College premises to carry out Major and Minor Research Projects.
- Recommended for Leave to present research papers in seminars, conferences and workshops by the faculty members.
- Based on the suggestions of the committee the college authority has provided Computer with Internet and Reprographic facilities for all faculty Procured Research Oriented Journals & E-Journals.
- The Teacher's council of the college organises a unique Interdisciplinary programme -- Study Circle for Faculty members to Present Papers various research oriented Subject Matters which is supported by the college authority.

3.3.3 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facilities? If 'yes', what are the instruments / facilities created during the last four years.

In the recent past, the Human Resource Department Govt. of Bihar (Higher Education) has supplied some latest research equipment to its colleges. This was done in its attempt to upgrade the labs with a vision of promoting research activities among the teaching community.

3.3.4 What are the research facilities made available to the students and research scholars outside the campus / other research laboratories?

Research scholars who are registered with teachers of our college for Ph.D. and other degree are provided all sort of facilities to do their work in college laboratories. If they need some extra requirements relating to their research work, concerned research institutes, institutions are requested to extend support to our teachers.

3.3.5 Provide details on the library/ information resource center or any other facilities available specifically for the researchers?

The college library has more than 75,000 Books and 19 journals and various magazines along with 10 daily newspapers available to Students and teachers. Library facilitates quick purchase of any books and journals required for students.

E-books and e-journals are also available on the personalized network through INFLIBNET (Ahmadabad centre) subscribed by the library.

There is a dedicated Portal room available to access internet facilities open to students, teachers and the research scholars. This room offer printing and photocopying facilities to its users within the library premises.

The following facilities are available specifically for the researchers:

- Internet facility.
- Reprographic Facility.
- Central computing facility.
- Online Journals.
- Procurement of Research Oriented Journals.
- Various labs such as Physics, Chemistry, Botany & Zoology with Latest equipment.
- General/Departmental Library, Departments are well-equipped with LCD, printers, scanners, and Internet facilities and Wi-Fi campus.

3.3.6 What are the collaborative research facilities developed/ created by the research institutes in the college. For ex. Laboratories, library, instruments, computers, new technology etc.

- Almost each laboratory has a projector system with Wi-Fi connectivity that helps in showing PowerPoint presentation and other useful videos, photograph and documents to the students.
- Though our laboratories still require more funding for development to keep up pace with the ever-improving and updating technologies, however they are sufficient for carrying out basic research.
- Our Computer labs are equipped with 25 Mbps-speed internet facilities. Modern useful software are available offline with different departments.

3.4 Research Publications and Awards

3.4.1 Highlight the major research achievements of the staff and students in terms of

- * **Patents obtained and filed (process and product)**
- * **Original research contributing to product improvement**
- * **Research studies or surveys benefiting the community or improving the services**
- * **Research inputs contributing to new initiatives and social development**

Neither the students nor teacher of our college has any major Research achievement either for patent nor any other fields mentioned above till date. Because of our college has no Research Centre approved either by the UGC or by the University.

3.4.2 Does the Institute publish or partner in publication of research journal(s)? If 'yes', indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?

Modern Journal of life science published by society of life science of India.

3.4.3 Give details of publications by the faculty and students:

- * **Publication per faculty**
- * **Number of papers published by faculty and students in peer reviewed journals (national / international)**
- * **Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database- International Social Sciences Directory, EBSCO host, etc.)**
- * **Monographs**
- * **Chapter in Books**
- * **Books Edited**
- * **Books with ISBN/ISSN numbers with details of publishers**
- * **Citation Index**
- * **SNIP**
- * **SJR**
- * **Impact factor**
- * **h-index**

Department	Publication per faculty	No. of papers published by faculty & students	No. of publications Listed in International Database	Books authored/ Chapter in books	Books edited	Monographs	Books with ISBN/ ISSN number with	Citation index	SNIP	SJR	Impact Factor	h-index
Hindi	10											
English	05											
Urdu	05											
Sanskrit	06											
Prakrit	02											
Philosophy	08											
History	03											
Geography	15											
Psychology	12											
Economics	10											
Pol. Sc.	12											
Commerce	20											
Physic	08											
Chemistry	10											
Botany	15											
Zoology	08											
Maths	06											
Business Admn.												
IT												

3.4.4 Provide details (if any) of

- * research awards received by the faculty
- * recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally
- * incentives given to faculty for receiving state, national and international recognitions for research contributions.

Awards and Recognitions Received by Faculty

Faculty Member	Award	Year

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Faculty Involvement with other Prestigious Associations

Department	Name of Faculty	Editorial Board

3.5 Consultancy

3.5.1 Give details of the systems and strategies for establishing institute-industry interface?

From the perspective of the institution, the institute-industry interface has a strong bearing on the College’s intellectual capital. At our College, this aspect of grooming students occurs through the following ways:

- The Career Counseling and Placement Cell of College each year has been inviting several reputed companies and industries to share an interactive platform with the students.
- Interaction with these companies includes organizing seminars, skill enhancement workshops, talks and industry/company visits to improve the job readiness of students.
- The Placement Cell also organizes various seminars related to resume writing skills, communication skills throughout the academic year especially for the final year and pre-final year students to help them prepare themselves better and to be in sync with the recruiters' demand.
- In addition, the College had initiated Add-on Courses on Computers for Electronics, Theatre, Media, which due to space crunch were suspended for a while. These will be initiated again soon.
- The alumni of the College work as a network and support initiatives of institute-industry interface.
- Visits to industry as part of course work are also undertaken.

3.5.2 What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?

We do not have a specific or a stated policy to promote consultancy. The detailed profile of all the faculty members have been uploaded on the college website. Consultancies given to outer agencies are most of the time ‘honorary’ or on simple token honorarium/ Travel Allowance basis. Our teachers are well known in their field of expertise and are invited as consultants in different institutes/ agencies for

delivering talks and lectures. They are also members of many expert committees in curriculum development.

3.5.3 How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?

The available facilities for consultancy services are as per the V K S U rules. The consultancy is not meant for generation of revenue/funds, there is no monetary benefit accorded either to any individual teacher, or to the institute. Nonetheless, the college promotes teaching, research and consultancy with their parent university as well as other Universities. Many faculty members are involved in teaching PG at V K S U, writing articles for magazines, journals and for news papers, preparing course material, guiding Ph.D. and M. Phil students, along with their primary duties of UG and PG teaching. H D Jain College, Ara has an illustrious list of faculty members whose proficiency in their respective fields have brought honors not only to them, but also to the college. Our faculty members are invited to various institutions of repute to deliver talks, and are also in their advisory boards/councils for scholarly guidance and support. They have prepared many applied courses, academic projects and research ventures in varied fields. Few of them have also been on deputation to advise and oversee innovative proposals and educational policies.

3.5.4 List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.

- Teachers of the College are primarily engaged in teaching and research. Their consultation focus has been broadly within the academic ambit and not necessarily directly in line with requirements of business houses or industry sectors. The College does not have a revenue model with respect to consultancy services.
- H D Jain College has been actively engaged in extending assistance for community building beyond the four walls of the institution. The faculty members have been associating in areas of social empowerment by way of providing technical inputs, consultancies, talks, lectures, participation in various Programmes organized through concerned ministries and hosted by NGOs, and other State and National bodies etc.
- Faculty members have been sharing their intellectual, technical expertise both formally and informally with industry and other stakeholders. Over the years, some of these members have gained noteworthy appreciation for their contributions to society. Many faculty members are spearheads in charting new curricula or providing technical advice for implementation of new methodologies in the curriculum.
- The College has housed many such faculty members who have been authorities in their areas, and have contributed to the reputation that the College enjoys.
- As such however, the College works in line with the University policies in this regard where no revenue generation is allowed.

3.5.5 What is the policy of the institution in sharing the income generated through consultancy (staff involved: Institution) and its use for institutional development?

Since H D Jain College is V K S U managed college, and V K S U policies strictly prohibit any form of revenue generation through consultancy. Hence, there is never a direct income that can be accrued in the process. However, the college has sufficient extra-mural funds granted from various funding agencies that have been a great support to the college.

3.6 Extension Activities and Institutional Social Responsibility (ISR)

3.6.1 How does the institution promote institution-neighbourhood- community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?

The College is committed to the institution's presence in the immediate neighbourhood and the larger realm of social concerns. This is ensured by integrating community exposure into the routine practices of teaching and pedagogy. There are some students' organisations and societies entirely dedicated to such initiatives.

- **National Service Scheme (NSS):** NSS the long standing, country wide network of social service and outreach has contributed immensely through volunteering in community education Programmes, creating awareness drives, teaching underprivileged children through one to one kind of mentorship. The NSS unit of H D Jain College, Ara works under the following wings: Education, Health, Environment, Disaster Management, Personality Development.
- **National Cadet Corps (NCC)** H D Jain College runs the Army Wing of NCC. It aims to develop character, discipline, and the ideals of selfless service amongst the youth of country, to contribute to creation of organized, trained and motivated youth, to provide leadership in all walks of life and be always available for the service of the nation.
- **Women's Empowerment Cell (WEC):** The Women's Empowerment Cell (WEC) of H D Jain College, Ara has been functioning since 2015. It attempts to sensitize the student and teaching community on issues relating to gender discrimination, women's rights and empowerment. In the past, it has successfully organized Programmes on female foeticide, sexual harassment, besides organizing self-defense workshop in association with Bihar Police. The Cell endeavours to involve both male and female students in its information dissemination and sensitization activities, so as to foster a healthy dialogue based on mutual trust, respect and co-operation.
- **Eco-Club:** – The Environment Society: Established in 2015, brings awareness among students as well as the College staff about the environment and its protection Amongst its committed activities are the paper collection drive during the student elections (pamphlets, posters etc.) and donating the collected paper to

an NGO for blind students, tree plantation drives in and outside the campus, and anti-smoking campaign.

- **Cultural Society:** Another illustration of institution - neighbourhood and community network in the College can be found in the activities of the Cultural Society, on an average has more than a dozen stagings of street theatre every year on various social concerns ranging from gender discrimination to corruption. The group also participates in motivating target groups with regard to specific social initiatives.
- Over the years the College has worked in coordination with the affiliating university and the state and the central government.
- The cleanliness drive launched by the central government has also been enthusiastically supported through participation of students and faculty members by keeping the campus and its environs clean through regular drives.

3.6.2 What is the Institutional mechanism to track students' involvement in various social movements / activities which promote citizenship roles?

- All societies/ Clubs in the College are convened by faculty members. This ensures an interactive environment for both students and the faculty members to think democratically towards presentation and participation in any Programme that is eventually conducted.
- The finances of the societies/ Clubs are run through the College's office to ensure transparency.
- The College also publishes its magazine "ABHIYAN" annually where students and faculty members contribute and the editorial board has a healthy mix of both students' representatives and that of faculty members.

3.6.3 How does the institution solicit stakeholder perception on the overall performance and quality of the institution?

- The faculty members seek and integrate opinions of students in their teaching plan as a routine feature of imparting training in a mutually helpful way.
- There is also a provision for the institution to learn about students' opinions and grievances through feedback forms.
- The administration including Principal's Office has an open-door policy of regarding any feedback, grievance or suggestion.

3.6.4 How does the institution plan and organize its extension and outreach programmes? Providing the budgetary details for last four years, list the major extension and outreach programmes and their impact on the overall development of students.

The voluntary organization NSS & NCC have made a annual plan for the social activities under the guidance of the Principal in the outset of the academic session. The Volunteers of NSS & NCC take out rallies and spread awareness about AIDS and other Social problems.

The NSS & NCC organized special camps in different rural areas during last two years to undertake different activities pertaining to:

- Creating an awareness programme for improvement of status of women,
- Health and family welfare Programme,
- Blood Donation Camp,
- Education and recreation,
- Sensitizing the villagers about Welfare Scheme of the Government

3.6.5 How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/ International agencies?

At the time of admission of the students, the Admission Committee, comprising teachers in charge of various committees, asks students about their interest in extension activities including participation in NSS, NCC and encourages them accordingly.

The College monitors that a student enrolls in the extension activities right after the admission. The NSS & NCC Units undertakes drive to enroll for membership in their units after admission in the 1st year. There are two Units of NSS & NCC consisting of 100 students in each unit.

- The Prospectus disseminates information regarding all the extension activities to facilitate them in their choice of activity.
- This is supplemented by the counseling provided by the teachers during the time of admission and also after.
- The faculty has meetings with Principal in which it is asked to mention its interest in extension activities including participation in NSS and other agencies and is assigned duties accordingly.
- The institution promotes these extension activities by extending help in the form of manpower, funds, refreshment and transport. The achievements of the teachers and students are acclaimed and highlighted in the college publications and college website, thus promoting their participation.
- Keeping in view the social needs and responsibilities students from all Department are enrolled for N.S.S (National Services Scheme) for performing various social activities in terms of blood donation Camps, extension lectures, skill development programmes etc.

3.6.6 Give details on social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from under-privileged

and vulnerable sections of society?

- The Central/ State government provisions are followed and awareness drives are taken up from time to time, for example with respect to anti-ragging, sexual harassment and liquor ban.
- The College faculty have personalised contact discussions with students over questions of stress and coping, showing institutional alertness and empathy.
- The College creates a common data pool of applicants who seek scholarship and fee concession and through administrative review, grants are provided every year. There are a number of scholarships, Students Aid Fund (SAF), PwD fee concessions and further consideration of fee waiving on case by case basis.
- The College has a provision of remedial classes for students with special requirements and for learners who may have difficulty with comprehending the English language and certain accents.
- Equal Opportunity Cell, the society dedicated to the differently abled has its presence beyond the physical walls of the College's campus. The NSS volunteers are always ready to serve the people who are in distress.

3.6.7 Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students' academic learning experience and specify the values and skills inculcated.

Objectives: The college encourages extension activities to promote social-justice, social responsibilities and good citizenship amongst its students.

Outcomes of the extension activities:

- The local community benefitted immensely through the work put in by our students. Frequent programmes with the remote village dwellers of the local area by our College have indeed raised the quality of life of these people.
- In the nutrition awareness camps mothers of the backward villages attend each camp along with their children and adolescent daughters to learn proper cooking procedure through demonstration and change life-style through low-cost nutrition and hygiene awareness.
- Organizing free Medical Check-up Camps, providing free medicines and vocational training workshops have brought about a noticeable difference in the lives of the community.
- The Blood Donation Camps organized by the NSS Units & NCC, the Students' Union and Staff form another significant contribution to the community

Students' academic learning experience

- The surveys conducted by the departments and involvement in extension activities also develop a practical approach in their academic pursuits.

- Participating in the Environmental awareness programmes increase the environmental awareness of the students.
- Surveys-cum nutrition awareness programmes with the village dwellers who are below the poverty line in different areas of the Bhojpur district make the students aware of the importance of nutrition and also help them to understand the problems the remote village dwellers faces and establish a connection with the common people of the society.
- This leads to a holistic personality development of a student which helps in their future endeavour in any career which they opt for.

Values and skills inculcated:

- Involvement in extension activities develop community orientation, community leadership, and may produce philanthropists and social workers in future. This also leads to Creation of awareness and scientific rationale about blind beliefs, blind faiths dogmas, negative traditions, hygiene/health and sustainable development.
- Extension and outreach programmes instill volunteerism and philanthropy in the students.
- A deeper understanding of and commitment to the community is developed in students.
- The experience gained through extension and outreach programmes helps students make better decisions, adapt to change, improve their self-esteem and better prepare for their career, among other benefits.
- The such programmes encourage students to develop a lifelong ethic of service to society.

3.6.8 How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?

The college makes plan for social activities with the consultations of Non-Governmental organizations as well as social activists. With their valuable cooperation the college starts its social activities like special camp of NSS and other programmes. The college-community participation helps us to spread our social extension activities. The volunteers of NSS & NCC our college make a regular rapport with the social activists and the rural people encourage the community service programme. The villagers support us in organizing the special camps and get benefitted with it.

3.6.9 Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities.

- There is keen involvement of students and faculty members in support to humanitarian organizations (Rotary and Lions) and under that pledge supports blood donation camps and similar other initiatives on a regular basis.
- An orphanage house visit was organized at Ara where our NSS volunteers interacted with about 100 inmates distributing sweets, gifts and books to them
- Free Medical Camp was also organized. In this the NSS unit of H D Jain College provided free treatment and free medicines to poor slum dwellers. In fact, the monthly event of the Free Medical Camp was a huge success.
- The College collected essential amenities for flood victims, earthquake victims.

3.6.10 Give details of awards received by the institution for extension activities and/contributions to the social/community development during the last four years.

We do not participate in any competition for extension activities though Players has won accolades at various dramatics functions at different colleges and their performance has been appreciated widely.

3.7 Collaboration

3.7.1 How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiatives – collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.

As stated earlier, the college has no collaboration with any other research laboratories, or institutes or industry. However, we are making all efforts to equip our labs to support the students who undertake research or projects.

3.7.2 Provide details on the MoUs/collaborative arrangements (if any) with institutions of national importance/other universities/ industries/Corporate (Corporate entities) etc. and how they have contributed to the development of the institution.

N/A

3.7.3 Give details (if any) on the industry-institution-community interactions that have contributed to the establishment / creation/up-gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz. laboratories / library/ new technology /placement services etc.

N/A

3.7.4 Highlighting the names of eminent scientists/participants who contributed to the events, provide details of national and international conferences organized by the college during the last four years.

In last four years resource persons/ eminent scientists/personalities were invited to the college for various events. Many conferences/ workshops have been organized in collaborations with funding agencies and industries.

3.7.5 How many of the linkages/collaborations have actually resulted in formal MoUs and agreements? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and/or facilitated - (a) Curriculum development/enrichment (b) Internship/On-the-job training (c) Summer placement (d) Faculty exchange and professional development (e) Research (f) Consultancy (g) Extension (h) Publication (i) Student Placement (j) Twinning programmes (k) Introduction of new courses (l) Student exchange (m) Any other

The college is not a professional or technical institute, hence the question of Internship/on-the-job training, summer placement, twinning programmes, publications, faculty exchange do not arise. The college follows the implementation of new courses as per the norms of the University. Regarding placement of students, the college organizes campus recruitment drive by inviting different agencies like SBI life, LIC, TCS, Punjab national Bank, Syndicate Bank, ACC and other agencies.

3.7.6 Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/ collaborations. Any other relevant information regarding Research, Consultancy and Extension which the college would like to include.

The systematic effort of the college in planning, establishing and implementing the initiatives are put forward as:

- In the form of workshops, seminars, awareness programmes which involve eminent resource persons from industries and institutes of higher learning for skill development.
- The college regularly encourages students to do summer trainings in research institutes and industries. The Placement Cell of the College systematically works towards establishing networks and linkages with industries/agencies.
- Different departmental Societies also associate with agencies and other universities/ Colleges for lectures/ workshops/ seminars.

CRITERIA-WISE INPUTS

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

KEY ASPECTS

4.1 Physical Facilities

4.2 Library as a Learning Resource

4.3 IT Infrastructure

4.4 Maintenance of Campus Facilities

CRITERION IV: INFRASTRUCTURE AND EARNING ESOURCES

4.1 Physical Facilities

4.1.1 What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?

The college has a well-designed institutional set up for policies related to creation and enhancement of relevant infrastructure. The Development Committee of the college is the supreme body for framing and executing these policies. It formulates infrastructure policies and ensures its implementation. It also carries out implementation of infrastructure polices taken by the University, UGC and the State Government. The College Development Committee constitutes “Building Committee” This committee takes major decisions on infrastructure policies including financial matters.

This committee is assisted by recommendatory bodies like the Staff Council of the college and committees formed by the council like, Development Committee, (the staff council committee to assist differently-abled students) Sports Council, Portal committee, Canteen committee, library adversary committee etc. These committees have mandate to take policy decisions on matters designated to these committees. These committees form their own respective purchase committees to implement their vision. The College has a Central Purchase Committee for works that are not covered by these committees. The Building Committee also plays a major role in decision making in case of overlap in infrastructure policy decisions of different committees.

To facilitate effective use of these infrastructures various committees are formed which work towards this objective in a decentralised manner. For example, the library committee consists of teacher representative of each department. It ensures that the library could purchase books and subscribe journals on the basis of recommendation of individual faculty.

Implementation of the policies that are decided by the university and institutions like UGC is ensured by the Governing body of the College. This is facilitated by college administration through committees formed by Staff council and the Principal. However to realize this at the college level, the staff council committees like Central computer committee, Portal committee and different departmental committees were assigned to help in implementation of this vision. The central computer committee developed a computer facility lab. The same committee facilitated the installation of Wi-Fi in the college for students and staffs.

4.1.2 Detail the facilities available for

- a) Curricular and co-curricular activities – classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, Animal house, specialized facilities and equipment for teaching, learning and research etc.

Detail of facilities available

Sl. No	Facilities	
01.	Classrooms/ Lecture Theatres	25
02.	Technology enabled learning spaces:	
	(a) Smart Class Room	05
	(b) Laboratories with Projector	10
	(c) Computer Lab	01
	(d) Wi-Fi	Entire Campus
03.	Seminar Hall	01
04.	Museums	Bot. 01 Zool. 01
05.	Tutorial Spaces	10
06.	(a) Botanical Garden (Ornamental Plants)	01
	(b) Botanical Garden (Medicinal Plants)	01
Specialized facilities and equipment for teaching, learning and research etc.		
07.	Resource Room for Differently-abled students	01
08.	<ul style="list-style-type: none"> • MIS Software (Management Information System) • Lib-MAN (Library Management Software) 	Admin. Block Central Lib.
09.	<ul style="list-style-type: none"> • Microprocessor, Microcontroller • Visible Spectrometer • Workstation 	Physics Dept.
10.	<ul style="list-style-type: none"> • UV-visible Spectrophotometer • Double distillation Plant • Ultra-Sonicator • Grinding Machine • Workstation with Printer • Hydrothermal Vessel 	Chem. Dept.
11.	<ul style="list-style-type: none"> • Liquid Nitrogen Can • FTIR • Autoclave • Spectrophotometer • Laminar Flow Cat II 	Zoology Dept.

	<ul style="list-style-type: none"> • HPLC • Epi-fluorescent Microscope • Zeta Sizer Vibratome • Inverted Microscope • ELISA reader • Fluorimeter 	
12.	Library (Automation)	Yes
13.	Main Staff Room (Teaching Staff)	01
14.	Department Staff Rooms (Teaching Staff)	19
15.	Stores	01

- b) Extra –curricular activities – sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.

Detail of facilities available for Sports, Gym, NSS, NCC, etc.

Sl. No.			
01.	Sports		
		Multipurpose Sports Ground	01
		Sports Room	01
		Store Room	01
		Changing Room	01
02.	Gymnasium		01
03.	Auditorium		01
04.	NSS Room		01
05.	NCC Room		01
06.	Cultural Activities (Facilities Available for Drama, Dance and Music)		01
07.	Open Spaces	Library Lawn	01
		Canteen Lawn	01
		Main Courtyards	01
08.	Canteen		01
09.	Photocopy and Stationary Shop		01+01
10.	Bank		01
11.	Post Office		01
12.	Internal Car Parking		02
13.	IQAC Room		01
14.	Principal's Office		01
15.	PRO Room		01
16.	Administrative Office		01
17.	Account's Department Office		01

18.	Bursar Office	01
19.	Caretaker's Chamber	01
20.	Girl's Common Room	01
21.	Boys Common Room	01
22.	Student's Union Room	01
23.	Principal's Bungalow	
24.	Vice-Principal Quarter	
25.	Staff Quarters (Teaching Staff)	
26.	Boy's Hostel	01
27.	Girl's Hostel	01
28.	Medical Room	01

4.1.3 How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities developed/augmented and the amount spent during the last four years (Enclose the Master Plan of the Institution / campus and indicate the existing physical infrastructure and the future planned expansions if any).

The development of infrastructure has been taking place over the years to meet the requirements of changing curricular and co-curricular activities and for modernisation. The Development Committee of the College is responsible for creation of mechanism to plan and to ensure optimal utilisation of different infrastructure pertaining to academic matters. Various committees are constituted by the staff council for the purpose. For example, the Time Table committee ensures optimal utilisation of class rooms. It also looks at proper allocation of classrooms with projectors. The committee has been reviewing the requirements of projectors for classrooms. Subsequently, numbers of classrooms with such facilities have been increased. The central ICT Implementation and Maintenance manages one computer labs. This Lab. is allocated as practical labs under mandatory course requirements by the ICT Implementation and Maintenance committee in consultation with the time table committee. The college also has Portal room for general access of computers and internet. The College provide Wi-Fi facilities. To ensure its optimal utilization, access to Wi-Fi is denied to the passed out students. The faculty members are provided with laptops. Differently-abled students are given primacy in providing barrier free access to learning resources. The college has a dedicated space for use by differently-abled students. We have a mechanism for booking of seminar rooms for various important activities like lectures, seminar, paper presentation, screening of movies, workshops, etc.

- There are 10 Laboratories for Subjects: Physics, Chemistry, Botany, Zoology, Geography, Psychology, Commerce and Computer. The laboratories extended and are upgraded with advanced Laboratory equipments and have given enough space to carry out practical classes effectively.

- A well-designed modern central Network Resource Centre is built with advanced LAN, Wi-Fi, Internet and multi-media facilities.
- The College has a conference room with advanced audio-visuals multi-media facilities like LCD Projector, Laptop, and Computer with High Configuration of the Latest Generation with Internet connections to organise seminars, lectures and other academic activities and administrative meetings.
- Common Rooms for boys and girls and all toilets and purified drinking water facilities for students and staff has been renovated.
- The student canteen has been renovated.
- Principal' room. Bursar's Office and college Office has been renovated.
- Office rooms for UGC Sponsored Remedial Coaching Classes and Coaching Classes for Entry in Service Examination for SC/ST/OBC/Minority students renovated.

4.1.4 How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?

The College ensures the implementation of guidelines formulated by competent authority and experts working with physically disabled. In pursuance of these guidelines the College has developed infrastructural facilities like ramps, differently abled washrooms, ensuring that their classes are generally held on the ground floor of the College. A dedicated resource center with computers and related software has also been developed which is also on the ground floor of the College. The visually challenged students are also provided recording devices to record their lectures. The College has constituted a society, PRAYAAS, for Differently abled students of the College and it is run by students selected from the pool of differently-abled students under the guidance of teacher representative. This society looks into the proper implementation of guidelines, efficient use of the infrastructural facilities available and it also makes suggestion for further improvements on the basis of the feedback received from the differently abled students.

4.1.5 Give details on the residential facility and various provisions available within them:

- **Hostel Facility – Accommodation available**
The college has a boy's hostel with 90 rooms which accommodate 180 students. A lawn is also available in the hostel.
- **Recreational facilities, gymnasium, yoga center, etc.**
Table-Tennis, Chess, Carrom Board, Gymnasium and yoga center are available.
- **Computer facility including access to internet in hostel**
One desktop and a laptop with printer are available in warden's office which is accessible to the students.
- **Facilities for medical emergencies**
Health care center with one Doctor and one Paramedical Staff is available in

campus for medical emergencies.

- **Library facility in the hostel (Available)**
- **Internet and Wi-Fi facility**
Hostel is Wi-Fi enabled
- **Recreational facility-common room with audio-visual equipments**
Common room with Audio-visual facility.
- **Available residential facility for the staff and occupancy Constant supply of safe drinking water**
One hostel warden quarter.
Four quarters for hostel employees.
Four water purifiers are installed in the hostel to ensure drinking water.
Security Round the clock services are provided by four guards employed in the hostel.

4.1.6 What are the provisions made available to students and staff in terms of health care on the campus and off the campus?

Health Centre: A Health Care Center is available in campus with one doctor and one Paramedical staff for monitoring the health of the students, teachers and non-teaching staff during medical emergencies during day hours. There is a separate room for the Health Care Center with all first aid equipments, a separate emergency bed and other equipments to carry out emergency and first aid providing activities for the students and staff. Monitoring the health of the students, teachers and non-teaching staff are done regularly. The unit provides First Aid Treatment for students and staff.

4.1.7 Give details of the Common Facilities available on the campus –spaces for special units like IQAC, Grievance Redressal unit, Women’s Cell, Counseling and Career Guidance, Placement Unit, Health Centre, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc.

Some of the common facilities available at the college are mentioned below:

1. IQAC/NAAC Office with wash room and other office equipments.
2. Grievance Redressal Cell
3. Career - Counseling & Placement Cell
4. Language Lab
5. NSS office
6. NCC office
7. Women’s Empowerment Cell
8. Health Care Center
9. Three deep boring inside the campus.
10. Drinking water facility in the staff room.
11. Separate purified drinking water facility in the campus for students.
12. A canteen facility in the campus.
13. INFLIBNET

14. Network Resource Centre (NRC)
15. Modern Auditorium with Seating Capacity of 500.

4.2 Library as a Learning Resource

4.2.1 Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?

Yes, The college has an active Library Advisory Committee with following composition:

01. Dr. Chandrashekhar Saha	(Principal)	Chairperson
02. Dr. Nazeer Akhtar	(Convenor)	Library-In-Charge
03. Dr. Lakshman Mishra	(Librarian)	Member
04. Dr. Sanjay Tripathi	(English)	Member
05. Md. Jasmin Equabal	(Student)	Member
06. Sri Dhiraj Kumar	(Student)	Member
07. Dr. Anil Kumar Singh	(Chemistry)	Member
08. Sri Dineshwar Prasad	(Accoutant)	Member
09. Sri Jai Ram Singh	(S. O.)	Member

The Library Advisory Committee considers the development proposals of the library and budget allocations and policy decisions. It also provides directions for a structured and balanced growth of the library and to provide improved facilities and innovative services. Allocation and utilization of funds and introduction of developmental programs and requirements of the users are addressed and approved by the Library Advisory Committee. The Library Advisory Committee makes sincere efforts to mobilize resources from the donors and philanthropists.

- Complete Accession Numbering System & Cataloguing of all books and journals and user friendly Multi-Digit Alpha Numeric Decimal based numbering system according to the latest 22nd edition of Dewey System.
- Local Area Network (LAN) using Lib-MAN (Library Management System Software) has been procured for automating in-house activities and services of the library.
- There are total Twenty (20) computers.
- One is a Server for internal LAN for standard software and Online Public Access Catalogue (OPAC) and Two for Issues/Return of Books and Journals
- Installed 20 computers for Online Public Access Catalogue (OPAC) is made available to the users to identify the status of availability of documents in the library.

- One photocopier and printing facilities.
- It also has Reference facility.
- Software required for access have been procured and installed in the main server and clients to make the library accessible by all users.
- Information on Competitive Examinations is the unique facilities for career planning and development programs.
- Online search and full text e-journals provided are being made available.
- The Internet access is opened between 10: 30 am to 5.15 pm on all working days

4.2.2 Provide details of the following:

- **Total area of the library (in Sq. Mts.)**
Ground Floor: 578.70 Sq.Mtr.
First Floor: 704.06 Sq.Mtr.
- **Total seating capacity**
Presently the seating capacity is of 50 students.
- **Working hours (on working days, on holidays, before examination days, during examination days, during vacation)**
10 hours per day during working days and 12 hours during examination. The library is operational even during vacation time and there is a provision to open it in the holidays.
- **Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)**
The library of the College is designed with individual reading spaces, lounge area For browsing and relaxed reading. It also has a designated IT zone for accessing e-resources.
- On the first floor reading hall there is a seating arrangement for 50 students.
- On the ground floor there is a room for the Librarian and one room for the staff for technical work.
- The reading room (reserved Section) is on the first floor and it has a seating arrangement for about 50 students.
- The stack area in the library is on all the two floors ground, and first on first floor Online Public Access Catalogue (OPAC) facility is available for the students to search the desired book and library staff are present to assist.
- The College library, like the whole campus, is on the Wi-Fi network and students can use the Internet and can access the e-resources (provided by the INFLIBNET). M-OPAC and Web OPAC facilities is available to search and to reserve book issue on smart phones and laptops. There is a separate space and computer facility in the library for accessing the internet and e-resources.

4.2.3 How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.

- All book purchases in the Library are suggested and recommended by the concerned faculty member(s) and teachers-in-charge of the departments. In addition to this, book suggestion forms are available in the library and any user can suggest their desired book, which again has to be recommended by the teachers-in-charge of the concerned department.
- To ensure the proper use of the current titles we have the new arrivals section in the library. All new books are kept there after acquisition, technical and tooling jobs are over.

Library holdings	Years– 2012-13		Years- 2013-14		Years- 2014-15		Year- 2015-16	
	Num ber	Total Cost	Num ber	Total Cost	Num ber	Total Cost	Num ber	Total Cost
Text books	50	22500	75	33750	100	45440	125	55000
Reference Books	100	50000	150	67500	200	125000	100	60000
Journals/P eriodicals	05	1250	05	1250	05	1250	05	1500
e- resources	INFLIBNET N-LIST							
Any other (Specify)								

4.2.4 Provide details on the ICT and other tools deployed to provide maximum access to the library collection?

- OPAC
- Electronic Resource Management package for e-journals
- Federated searching tools to search articles in multiple databases
- Library Website
- In-house/remote access to e-publications
- Library automation
- Total number of computers for public access
- Total numbers of printers for public access
- Internet band width/ speed: 2mbps 10 mbps 1 gb
- Institutional Repository
- Content management system for e-learning
- Participation in Resource sharing networks/consortia (like Inflibnet)
- OPAC

The library is equipped with OPAC (Online Public Access Catalogue) system to provide the students and faculties access to the database of available books and reading materials.

- **Electronic Resource Management package for e-journals**
The College ensures access to all students and staffs e-resources through personalised network on INFLIBNET available to all teaching/ non-teaching staffs.
- **Federated searching tools to search articles in multiple databases**
None
- **Library Website**
The H D Jain College have a Link on college website to access college central Library through web OPAC.
- **In-house/remote access to e-publications**
The remote access is facilitated on request by providing login and password on INFILIBNET.
- **Library automation**
The library has a fully automated database management system with OPAC and bar coded tracking system for books and borrowers.
- **Total number of computers for public access**
There are 10 computers for public access with three of them completely dedicated for differently-abled students.
- **Total numbers of printers for public access**
There are one printers for public access.
- **Internet band width/ speed 2mbps 10 mbps 1 gb (GB)**
The library has access to bandwidths of 10Mbps
- **Institutional Repository**
None
- **Content management system for e-learning**
Available
- **Participation in Resource sharing networks/consortia (like INFLIBNET)**
The College has access to e-resources through INFLIBNET (N-List).

4.2.5 Provide details on the following items:

- * **Average number of walk-ins**
- * **Average number of books issued/returned**
- * **Ratio of library books to students enrolled**
- * **Average number of books added during last three years**
- * **Average number of login to OPAC**
- * **Average number of login to e-resources**
- * **Average number of e-resources downloaded/printed**

- * **Number of information literacy trainings organized**
- * **Details of “weeding out” of books and other materials**

Library Details

Average number of walk-Ins	100
Average number of books issued/returned	60 books were issued and returned.
Average number of books added during last three years	4500
Average number of login to OPAC (OPAC)	50 per day
Average number of login to e-resources	Average number cannot be given as the users access this facility on their laptops and smart phones.
Average number of e-resources downloaded/ printed	25 Documents per Day.
Number of information literacy trainings organized	Students are guided by Library Staff regarding use of OPAC and INFLIBNET access.
Details of —weeding out of books and other materials	Last weeding out of books (total writing off) was done in 2015 and 2138 obsolete/damaged books were weeded out. However, a number of old and unused books are removed from circulation every year with the help of teachers of the concerned departments.

4.2.6 Give details of the specialized services provided by the library

- * **Manuscripts**
- * **Reference**
- * **Reprography**
- * **ILL (Inter Library Loan Service)**
- * **Information deployment and notification (Information Deployment and Notification)**
- * **Download**
- * **Printing**
- * **Reading list/ Bibliography compilation**
- * **In-house/remote access to e-resources**
- * **User Orientation and awareness**
- * **Assistance in searching Databases**
- * **INFLIBNET/IUC facilities**

Details of Specialized Services Provided by the Library

Manuscripts	None
Reference	✓ Yes, Library provides reference service
Reprography	✓ It is available
ILL (Inter Library Loan Service)	✓ Library provides ILL service to the faculty members on demand.
Download	✓ Library provides download service to the faculty members on demand.
Printing	✓ Library provides printing service to the faculty members on demand
Reading list/ Bibliography compilation	✓ Yes
In-house / remote access to e-resources	✓ Yes (NLIST)
User Orientation and awareness	✓ Yes (Library Staff helps readers to access INFLIBNET and use OPAC.
Assistance in searching Databases	✓ Yes (Library Staff of help readers trace the books.)
INFLIBNET .IUC facilities	✓ Yes, Library has membership of the NLIST programme of INFLIBNET

4.2.7 Enumerate on the support provided by the Library staff to the students and teachers of the college.

- The library staff orient new users to the use of the library and browsing system.
- In the E-Library, the library staff help the users in using the OPAC to search desired document(s)
- Further, they also provide help in physically locating books on the shelves in the stack room.
- The staff members also help Differently Abled students in procuring required study material from the library.
- The library staff provides reference services to students and faculty
- The staff extends help in accessing the bibliographic data base
- They maintain a compilation of syllabi and previous question papers and provide the same to students and teachers as required.
- The new additions to the library are informed to the Departments.
- The technical library staff guides students & faculty members to use N-List database of INFLIBNET.

4.2.8 What are the special facilities offered by the library to the visually/physically challenged persons? Give details.

The Library meets the special requirements of its visually and physically challenged users.

- More books are offered on demand on their issue cards to the disadvantage

students.

- Required CDs and DVDs on the curricula are made available to the students of marginalized class.
- The library staff assists the visually physically challenge students in obtaining specific documents and other material for reference.

4.2.9 Does the library get the feedback from its users? If yes, how is it analysed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analysed and used for further improvement of the library services?)

Yes, the library gets the Formal & Informal feedback from its users in the form of complaints, suggestions and recommendations.

- The library staff frequently interact with the students and the other users of the library for the betterment of the Library.
- Further, a suggestion box is maintained in the library.
- Students and faculty can requisition books for issue as they become available.
- In the same manner they also requisition books for future purchase

The Library Advisory Committee analyses these complaints & suggestions and forwards them to the principal for appropriate action. Such feedback is used for rendering the library student/user friendly.

4.3 IT Infrastructure

4.3.1. Give details on the computing facility available (hardware and software) at the institution.

The college is equipped configuration with latest Computers Desktop – 58 (Fifty Eight) distributed in one lab., office and e-library.

Computer Lab. 01	:	IT Lab. – 30 Computer
Lab. 02	:	MIS Office – 08 Computer
Lab. 03	:	e-library. – 20 Computer

All the three labs have LAN facility, e-library has also a server. Most of the computers are with configuration : Core 2 Due processors, 500GB HDD and 2GB RAM with DVD R/W Multimedia Speaker with UPS facilities are also available. Some desktops are of configuration : Core i3 processors 500GB HDD, and 1-3GB RAM, etc.

- Server in library 01 : CUP : Xeon Processor RAM : 8GB HDD : 500GB
SCSI Backup Drive : DVD R/W
- Laptops : 10 most of the laptops are of conf. : Core i3 and i5, 500GB HDD, 2GB RAM etc.

- LCD Projector : 17
 - Laser Printers : 05
 - Photo Copier : 05
 - Digital Camera : 02
-
- Computer-student ratio : 1:70
 - Stand alone facility : 2 Laptops are available for stand-alone use
 - LAN facility : LAN facility is available in three computer labs. : IT Lab., MIS office & e-library.
 - Licensed software : Available
 1. M/S Office
 2. Oracle 9i
 3. Compiler & Interpreter of C, C++.
 4. Standard Software.
 5. Windows 8
 - Number of nodes/ computers with Internet facility : 20

4.3.2 Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus?

In the last four years we have updated ourselves with the changing scenario in higher education and exerted extra efforts to make college pro-ICT. The college is well equipped with sufficient number of computers and internet facilities. Most of the Department have their own Computers and internet connection. The college campus has been made Wi-Fi enabled with help of Bihar Govt. Department of Higher Education.

There are Computer Labs set-up with LAN facilities

1. IT Computer Lab.
2. MIS Office
3. E-library

NRC (Network Resource Centre) a UGC sponsored cyber cafeteria caters to the need of faculty members and students in collecting and using information from Internet on the campus.

4.3.3 What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?

Modern college campuses need to be equipped with the more active, learner-centered environments needed to prepare students for the future workplaces they will enter. This means learning environments should offer a range of facilities suited for the new pedagogical methodologies which are being introduced. To succeed in this changing environment, higher educational institutions must change as well. The majority of colleges and universities cannot rely on historical brand equity alone but

will have to create more effective teaching-learning processes and employ more robust models to stand out and survive in today's competitive environment. In keeping with modern requirements, the College uses Information and Communication Technologies widely in both its administrative and pedagogic sections.

- Extensive use of e-mail and mobile messaging is done to establish communication links between the administration and the Teaching Staff. This has the added environmental benefit of reducing paper use. It also helps in dissipating the time lag inherent in the older system of issuing notices in hard copies.
- The College recently commissioned MIS Office which can provide several Information regarding students administration, payroll, finance and stock etc.
- As mentioned above, the library is fully automated, with an electronic database of all the books. OPAC facility is available for the users. The Library is subscribing to NLIST and it can be accessed from anywhere.
- As one of its strategic goals, the College proposes to increase its ICT infrastructure in the following ways:
 - Improve Wi-Fi connectivity across the College campus
 - Introduce white/smart boards.
 - Transform more classrooms into e-classrooms by adding LCD projectors and smart boards.
 - Online admission facilities has been initiated.

4.3.4 Provide details on the provision made in the annual budget for procurement, upgradation, deployment and maintenance of the computers and their accessories in the institution (Year wise for last four years)

In today's knowledge economy, knowledge and information are the dominating factors of all socio-economic activities and have some added significance in institution of higher learning. Efforts are made in our institution to make it a knowledge hub. Keeping in view of providing greater access of the student and staff members to the global knowledge horizon and assimilation of knowledge, finance targeting steps so far been taken and few of these are as follows.

- All the departments are provided adequate number of computer with internet facilities and printers.
- Smart classrooms are formed with interactive smart board and LCD projectors.

The IT centre and library provides the staff and student members to have access to information through internet and use of this information in teaching, learning and research.

S.N.	Head of expenditure	2012-13	2013-14	2014-15	2015-16
01.	Purchase of Computers		3,07,166.00	6,11,000.00	Nil
02.	Upgradation		Nil	Nil	Nil
03.	Maintenance		Nil	Nil	50,000.00

4.3.5 How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/ learning materials by its staff and students?

The college faculty encourages its students to make the most of the IT resources available to enhance the teaching learning process.

- The faculties facilitate the students to learn through IT resources by providing useful links and references. They encourage the students to use the available facilities like Wi-Fi, laptops, Wi-Fi in smart phones, e-journals, and library resources etc.
- Many departments are starting the practice of using blogs and social websites to enhance student-teacher, student-student, teacher-teacher interaction and information disseminations.
- Many faculties assign assignments to the students and ask them to complete it using OER from internet, and also encourage the students to make power point presentation or submit assignments online.
- Computer literacy workshops are conducted from time to time in the College for students and faculty to make them e-savvy.
- Students are apprised of web learning resources to broaden the scope of their understanding.

4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching - learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher.

The use of ICT in education and training has become a priority during the last decade. Use of ICT makes the rendering of education globally comparable and readies the student to face global challenges. These new technologies encourage independent and active learning, and students' responsibility for their own learning. Students who use ICT-enabled educational methodologies feel more successful and are motivated to learn more and have increased self-confidence and self-esteem. Most students find

learning in a technology-enhanced setting more stimulating and much better than in a traditional classroom environment.

The ICT enabled class-rooms of H D Jain College, Ara have made teaching and learning a two-way process, facilitating greater interactive sessions. Teaching and learning have become more qualitative and effective through the use of extensive resources and infrastructure provided by the College.

The technologies used in modernizing the teaching-learning method have resulted in the following trends in the College:

- Students and teachers alike are able to access the soft resources available online, fulfilling the requirements of their curriculum as well as getting solutions to their problems at a click.
- A majority of teachers in the College use real-time step-by-step demo of solutions, multimedia presentations, and specially designed computer-aided course material.
- ICT also help teachers to work in teams and share ideas related to the time-table and curriculum.
- It has been seen that broadband and instant messaging channels such as WhatsApp and email play a central role in fostering teachers' communication and increasing collaboration between them.
- The College is in the process of acquiring an app to streamline the keeping of attendance records.
- A quizzing app is also under consideration for bringing an innovative touch to classroom teaching.
- Students learn new skills: analytical, including improvements in reading comprehension, as well as develop writing skills: spelling, grammar, punctuation, editing and re-drafting.
- Computer assisted teaching exposes students to subject-centric practical applications like those related to business and commerce, bio-informatics, DNA and protein sequences and analysis, algebra and matrices, chemical structures, computational physics, gene sequences, applied statistics and vital statistics among many others.
- Students get exposure to subject related real-life problems and learn to derive solutions to these problems in real-time.
- Students learn to use 3D modeling and computer simulation to test or verify models/theories.
- The access to internet and e-study materials has placed an infinite mine of information before the students in the College. Students utilize these vast resources to prepare their study material.
- Any student missing classes due to ill health or participation in extracurricular activities, no longer suffers for this absence. Soft copies of the class notes and presentations can help him in grasping the topic which he might have missed.

- The project works and field study reports have attained a much easier and improvised status utilizing the computer-aids.
- Access to subscribed journals which had been out of reach of most colleges due to high cost has widened the scope for an e-library where students can read a number of Journals and books on the PC and prepare study materials instead of issuing hard copies from the library

4.3.7 Does the Institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?

No, the Institution does not avail of the National Knowledge Network connectivity directly or through the affiliating university.

4.4 Maintenance of Campus Facilities

4.4.1 How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)?

The College depends on the Government assistance such as assistance from the UGC, University or the State Government for construction and maintenance of the following items details are mentioned in the table:

Heads	2012-13	2013-14	2014-15	2015-16
Building	5,27,378.00	1,15,00,000.00	Nil	Nil
Furniture	12,10,750.00	Nil	Nil	Nil
Books & Equipment (UGC XI Plan)	6,73,000.00 (Books) 21,03,834.00 (Equipments)			
Computers	3,07,166.00	6,11,000.00	Nil	Nil
Generator	4,00,000.00			
Any other				

The college has several committees constituted annually to look after construction work, improvement and maintenance of physical facilities in the campus. Some of these committees are:

- Purchase committee
- Building committee
- College Development committee
- Finance committee

These committees work with co-ordinated efforts to identify the needs, prepare budgets, place order, procure the equipment, installation, use of the equipment and quality control.

Moreover, the services of engineers/ experts are hired whenever necessary.

4.4.2 What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the college?

- There is a College Development Committee, which is a Staff Council Committee and lays down guidelines for all purchases (except of books), formulates policy regarding general maintenance of the College building, including white-washing, painting and repairs and makes recommendations regarding the future plans of development of the College. Equipment and other requirements of the Science Departments are obtained and maintained by the Departmental committees.
- The College caretaker is responsible for the proper functioning of all the systems in the College. The plumber, electrician, carpenter, guards, computer lab technician, safai karamcharies, gardening staff (malis and other staff) fulfill their respective duties. Office stationery and furniture are obtained through Purchase Committee.
- Computers, Genset, office software, pest-control etc are under annual maintenance contract and regularly serviced. The ICT related instruments and services, such as Wi-Fi, are specifically covered under annual maintenance contract.

4.4.3 How and with what frequency does the institute take up calibration and other precision measures for the equipment/ instruments?

Annual maintenance and repair of the infrastructure is taken care by the college in a systematic manner. Day to day maintenance is carried out by the staff appointed for cleaning and maintenance of the building. The laboratory equipments are maintained through College lab. College has following technical staff:

- Electrician-cum-Caretaker (Full Time staff)
- Night Guard
- Gatekeeper (Casual)
- Computer Operator (Contractual)

Their services are available throughout the day. Some of these staff stays within the campus.

All science departments calibrate their glassware and other instruments regularly as per use and requirement.

4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)? Any other relevant information regarding Infrastructure and Learning Resources which the college would like to include.

The major steps taken for location, upkeep and maintenance of sensitive equipment are given below:

- The college electrician and the supporting staff is responsible for the upkeep of electrical equipments and their maintenance.
- The laboratory staff keeps a strict vigil regarding the maintenance and upkeep of the scientific instruments and Chemicals. Their repair or replacement or another required upkeep is fully undertaken in their supervision. The laboratory staffs keep a strict vigil regarding the maintenance and upkeep of the scientific instruments and Chemicals. Their repair or replacement or another required upkeep is fully undertaken in their supervision. Equipments are placed at proper & safe places.
- All major instruments and equipment are located appropriately such that they do not present any hazards to students and staff of the College. Fire-fighting units are present wherever there are chances of fire, as in all laboratories etc. The genset housing is removed from the places frequented by students and staff and is maintained by the College electrician.
- There are designated staff who have been allotted duties to operate and maintain all equipment in the College.
- Power input to major instruments in the science labs are through appropriate voltage regulators and UPSs There are two Gensets, one of 250 KVA and the other 40KVA to cover for power failures.
- Regular water supply is maintained by pumps water to overhead tanks for distribution to the drinking water systems and to the science labs and the washrooms. There are sufficient RO systems, installed in various locations in the College to meet the requirements of safe drinking water. These are under annual maintenance contracts (AMCs) and are serviced regularly. Other relevant information regarding Infrastructure and Learning Resources
- Keeping in mind the increase in student strength and the need for better facilities, the College has embarked on major infrastructure improvements that use the available space and resources generated to modernise facilities, integrate advanced technologies, improve access, campus safety and create engaged learning spaces.

CRITERIA-WISE INPUTS

CRITERION V: STUDENT SUPPORT AND PROGRESSION

KEY ASPECTS

5.1 Student Mentoring and Support

5.2 Student Progression

5.3 Student Participation and Activities

CRITERION V: STUDENT SUPPORT AND PROGRESSION

5.1 Student Mentoring and Support

5.1.1 Does the institution publish its updated prospectus/handbook annually? If 'yes', what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?

The College publishes an informative Prospectus for each academic year. The following information is imparted to students through the prospectus:

- An introduction to the College including a brief history, departmental and faculty profiles.
- Courses offered by the College, guidelines for admissions, including admission under Sports and Extra-curricular Activities quota.
- Procedure and schedule for admission.
- Category wise distribution of seats for various undergraduate courses.
- Details of fee structure, prizes, scholarships and financial assistance available for the students.
- List of all important committees, such as Central Admission Committee, Grievance Committee, Sports Committee, Grievance Redressal Cell etc.
- Description of new infrastructural projects, if any, a brief description about the hostel and library facilities.
- An overview of student activities / engagements.
- Introduction to various co-curricular and extra-curricular societies/clubs of the College.
- Relevant University Ordinances regarding rules of attendance, discipline and Internal Assessment.
- Details of the various Add-on / Vocational courses.
- Introduction of the administrative staff.

The Prospectus committee which is a Staff Council committee of the College comprises a core group of dedicated faculty members who ensure that all information that appears in the prospectus is accurate and reliable. One of the most distinguished graduate and postgraduate institutions of the state Bihar H D Jain College, Ara has always striven for excellence through the commitment and cohesive efforts of its dedicated staff. The administration and faculty members extend their services to maximize benefits for students. The accountability of the College towards students and adherence to the policies outlined in the prospectus is ensured through the following mechanisms:

- Various committees like Discipline Resource Committee, ICC, Grievance and Anti-ragging committees are formed and the students are made aware of such committees that are available to address their problems.

- A students' Counselor is also on call to address any academic or personal problems that students may face.
- A number of extra-curricular societies have been instituted for all round development of the students.
- All the events academic or extra-curricular are organized under the supervision of designated faculty members to maintain efficiency and good practice.
- Orientation day is organized on the first day of the new academic session to welcome and introduce the new entrants to the ethics, protocols and various micro bodies through which the College functions.
- Students are apprised about their curriculum and academic calendar at the very beginning of the academic session. They are also informed about the deadlines for submission of assignments and projects.

5.1.2 Specify the type, number and amount of institutional scholarships / freeships given to the students during the last four years and whether the financial aid was available and disbursed on time?

Yes, facility to get financial assistance in the form of scholarships to schedule caste, schedule tribe, minority, physically handicapped and other students. These scholarships are arranged by the State Govt. and the amount is transferred to the individual accounts of the students. From academic year 2016-17 Bihar State Govt. allowed free education upto graduation to the students of category SC, ST, & Girls.

Name of scholarship/ Free-ship (welfare Dept. of Govt. of Bihar)	2012-13	2013-14	2014-15	2015-16
Amount available	465245	505903	311101	399815
Amount disbursed in time	358224	325689	251329	136563

5.1.3 What percentage of students receive financial assistance from state government, central government and other national agencies?

The college caters to the academic needs of the students belonging to the rural areas and the order areas. There are lots of students who belong to the non creamy layer of the society or who are from economically weaker sections of the society. The college provides financial assistance to these students, which is received from the Central Govt., State Govt. and other agencies. Nearly 25 -30% students of the college get benefit from these scholarships.

5.1.4 What are the specific support services/facilities available for Students from SC/ST, OBC and economically weaker sections Students with physical disabilities Overseas students to participate in various competitions/National and International

- ✓ **Medical assistance to students: health centre, health insurance etc.**
- ✓ **Organizing coaching classes for competitive exams**
- ✓ **Skill development (spoken English, computer literacy, etc.,)**
- ✓ **Support for “slow learners”**
- ✓ **Exposures of students to other institution of higher learning/corporate/business house etc.**
- ✓ **Publication of student magazines**

H D Jain College, Ara is committed to provide the students every possible help and support they need in their pursuit to become civilized and worthy citizens. The college, as stated earlier, was set up with a mission of imparting holistic education. The institution for this purpose provides the following support facilities to its students:

Students from SC/ST, OBC and economically weaker sections:

The students belonging to SC/ST, BC-I/BC-II and the economic weaker sections are identified during the process of the admission only. The college maintains a detailed record of the same. These students are provided every possible help during their stay in the college. The college offers liberal concessions to such students. This besides the Central Govt., the State Govt., and the University sponsored scholarships and concessions are also given to such students. The college administration too is very thoughtful regarding such students. Every year the college administration sponsors a few students half free studentships and only a few students full free studentships. To make up any deficiencies, the college has started UGC Sponsored Remedial classes for the empowerment of SC/ST/BC and other backward castes. From academic year 2016-17 Bihar State Govt. allowed free education upto graduation to the students of category SC, ST, & Girls.

Students with physical disabilities:

3% seats in all undergraduate courses are reserved for candidates with physical disabilities, as per University guidelines. The College has an Equal Opportunity Cell for differently-abled students. Faculty members put in great efforts to make differently abled students capable of competing with other students. To keep these students inter-connected, a complete list of differently-abled students, with their addresses and phone numbers is maintained. Network group for all such students has also been created by the College, so that these students can communicate easily and effectively with each other. This Cell makes every possible effort to make the College friendly for persons with disability and ensures that various facilities and reading materials are provided to these students, as per their needs. The Cell organizes Workshops, short term courses and various other interactive programmes and meetings with these students, on regular basis, in the College. There is reservation in admission for students belonging to differently-abled category or physically challenged students. Their requirements and needs are given a special care and attention. The college administration ensures that infrastructure facilities meet the requirement of the students with physical disabilities. For differently-abled students, it is ensured that

they don't have any physical obstruction. The institution is committed to accommodate them on the ground-floor for their classes. They are provided front-seating arrangement, comfortable furniture and attendant facility if required. They are provided classes with ramp facility. The library facility is provided to them in the ground floor located multi-purpose hall. The need of the help from the supporting staff, if required, is fulfilled on the request of physically challenged students. The students are given extra attention during the college terminal examinations as well as the final examinations.

Medical assistance to students: health centre, health insurance etc.:

Our College has a very special concern for the health and hygiene of the college students, staff and other members. We have Health Care Centre at the college and time to time the college administration keeps on organizing check up camps where local doctors, dentist, eye surgeon and skin specialist visit and keep a strict watch on the health of the stakeholders, the students and the staff. Proper arrangement of drinking water is present on the college campus at different locations (R.O. purified drinking water).

Skill development (Spoken English, computer literacy, etc.)The college regularly conducts Personality Development Programs which enhance the IQ level and communication skills of the participants. The college also invites Guest speakers from the industry which provides regional and global employment opportunities for the students. Special classes are taken for communication skills taking into considerations the rural backgrounds of the students. This besides the college offers "Introduction to Computer Science" as one of the subjects to all the students taking admission in the first year. This has really helped the students learn the basics of the computer language.

Support for "slow learners" The college administration understands that the college has to serve the basic education needs of one and all. The students who are slow in their learning or if their grasping power is not up to the mark, the faculty members identify such students at the beginning of the session. For them the college administration arranges remedial classes in different subjects to enhance their skills and competence. Enrichment courses like Personality Development Programs are also conducted to improve students personality and motivate them for an innovative and creative mindset. Wherever a disadvantageous learner is identified by the class teacher, the college administration appoints a guardian teacher to help him/her with counseling and intensive coaching.

Publication of student magazines The college publishes its annual college magazine (ABHIYAN). The students of the college very enthusiastically contribute with their articles in the magazine. The college magazine is printed in the supervision of the college editorial board. All the major sections of the magazine are having their staff editors. The staff is always there to chisel the students artistic and creative skills.

5.1.5 Describe the efforts made by the institution to facilitate entrepreneurial skills, among the students and the impact of the efforts.

H.D. Jain College, Ara Career Counseling & Placement Cell has helped scores of its students in finding better job opportunities and better enterprises to work in. Our Placement Cell encourages outgoing students to visualize the starting of their own enterprises and become active contributors to the nation's GDP. The placement cell assesses the needs of entrepreneurs and prepares a comprehensive training module to equip the outgoing students with necessary skills.

- The College recognizes the importance of providing proper exposure to students to develop their entrepreneurial skills. For this purpose, the College provides commerce lab. dedicated to instill the power of entrepreneurial action in commerce students with the ultimate aim of contributing in the improvement of the standards of living and quality of life for the people at large.
- Seminars, group discussions and presentations are organized on a regular basis.

Impact of the Efforts: Through such exposure students have been greatly benefitted in terms of:

- Having greater awareness of career and entrepreneurial options
- Acquiring basic understanding of economic aspects
- Having improved financial literacy and becoming educated and empowered consumers.
- Being better equipped for career and internship opportunities.

5.1.6 Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co-curricular activities such as sports, games, Quiz competitions, debate and discussions, cultural activities etc.

- * **additional academic support, flexibility in examinations**
- * **special dietary requirements, sports uniform and materials**
- * **any other**

- The strong academic foundation of H D Jain College is reinforced by the view that valuable skills, attributes and talents are nurtured through student participation in various activities in addition to those of the curriculum. To promote effective participation and engagement of students in extra-curricular and co-curricular activities the following policies and strategies have been adopted.
- The College over a period of time has instituted a bounty of rich and vibrant cultural societies each of which work under the guidance of a member of the teaching faculty.
- The College also has a devoted NSS wing, NCC wing, Women's Empowerment Cell and Equal Opportunity Cell to promote successful engagement of students in community life and support students' growth and development into well-rounded citizens of the future.

- For sports and extra-curricular activities committees comprising of faculty members are constituted by the Staff Council.
- Cultural societies/Clubs are encouraged to participate in various competitions held in the University and colleges across State and wherever feasible funding is provided.
- The Annual College Foundation Day serves as a platform for students to not only participate in various extra-curricular events.
- Sports and Games: To promote Sports activities, every year students are admitted to various undergraduate courses under sports quota through sports like cricket, Football, basketball, volleyball, Wrestling, table tennis, chess etc. The College has a Sports Committee which is a duly constituted Staff Council Committee and a PTI. They are responsible for:
 - Organizing practice sessions for the students.
 - Arranging for coaches/trainers, as and when required by the students.
 - Providing refreshments and sports kit to the students.
 - Organizing sports activities for the students/staff such as sports day and competitive events
 - Ensuring the participation of students in various inter-college competitions.
 - Additional academic support, flexibility in examinations
 - In all undergraduate courses, up to 4% of seats are reserved for students seeking admission under sports quota.
 - Students who participate/represent the College in various extra-curricular activities and sports tournaments are given relaxation in attendance and internal assessment submission deadlines, as per University rules.
 - These students can also avail the benefit of extra classes/tutorials especially arranged by the faculty to compensate for the classes missed.
 - Flexibility in submission of assignments/ internal assessment projects etc. is given to such students; however, the schedule for University examinations prepared well in advance cannot be changed for them.
 - Special dietary requirements, sports uniform and materials
 - NCC unit provides Rs.40/- per student on the day of the parade
 - All the members of the sports team, practicing in a given season, are provided food coupons worth Rs. 50/- per day (the days when they are practicing).
 - NSS unit provides Rs. 20/- per student on the day of NSS activities
 - Students representing the College in sports tournaments at various levels are provided with proper sports kit/ equipment/ facilities.
 - The Sports Complex of the College also hosts a well-equipped gymnasium that is open to sports students, other students and faculty as well.
 - Training and practice sessions are organized for sports students every morning before class.
 - The College provides financial support to the teams participating in various competitions.
 - On behalf of the students, the College pays entry fees as well as the transport fees

for the various teams participating in Inter College and other competitions.

5.1.7 Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR- NET, UGC-NET, SLET, ATE / CAT / GRE / TOFEL / GMAT / Central /State services, Defense, Civil Services, etc.

There exist a good number of titles pertaining to various competitive examinations in the college. The teachers of the PG departments provide useful tips for preparing various competitive examinations particularly the UGC-NET and SLET. The PG students are informed about the deadlines and other information concerning the UGC-NET. The Career Counseling and Placement Cell of the college also provides useful information about the syllabi and paper structure of different competitive examinations. The Cell displays the relevant advertisements on its display board time to time. The institution also extends internet and INFLIBNET facility to the UG/PG students preparing for competitive examinations. Keeping in mind the socio-economic spectrum of the students, the final year students are given academic advice to pursue suitable higher studies and other career options.

5.1.8 What type of counselling services are made available to the students (academic, personal, career, psycho-social etc.)

- The College has a dedicated Career Counseling & Placement Cell which organizes counseling sessions and interactive workshops that provide the students a platform to share their problems. It instills human values; positive thinking; physical, mental and emotional health; stress management; self-awareness; personality development; inter-personal relations; soft skills; personal and social responsibility; and many others. It also offers career guidance, counseling and workshops.
- The College has also engaged the services of a professional counselor who visits regularly for providing holistic guidance in terms of academic, personal, career, psycho-social counseling.
- The Placement Cell of the College also organizes various career counseling seminars and workshops for students throughout the year.

Academic & Career Counseling: The students, at the time of the admission, are helped by the faculty present in choosing right stream. They are informed about the scope and nature of the various subjects that form the syllabus. The students are not pressurized in choosing the subjects. They are given right kind of counseling which helps them shape their career.

Personal & Psycho-Social Counseling: The students during the course of their studies in the college come across various issues. They are, at times, too immature to handle the problems. The college provides them personal counseling. They can

share their problems with the teachers. The teachers concerned are very supportive in guiding them fight their problems. The candidates at times come face to face with certain social issues or problems which tend to bring the inferiority complex in them. The teachers make it sure that no such deterioration happens with the psycho social understanding of the students. They are counseled to become better human beings and advised to stand tall for the social cause. The somehow depressed students are given psycho treatment and counseling by the Psycho-socio cell.

5.1.9 Does the institution have a structured mechanism for career guidance and placement of its students? If 'yes', detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers (list the employers and the programmes).

- The College has a dedicated Career Counseling & Placement Cell, that facilitates industry linkages and career placements for students.
- The cell annually registers undergraduate students to offer placement related information and services to registered members. However, registration with the Cell does not stand in the way for a student to be considered for on campus placements.
- It invites reputed companies and corporate houses to recruit final year students of the College on campus.
- It also organizes seminars, workshops, talks and industry/company visits to improve the job readiness of students.

Information of Job Opportunities: The students are informed regarding the vacancies offered by govt. and other agencies. The notice of the advertisement is put up on the notice board. The students are informed regarding the last date and other important information regarding the vacancies.

Preparation of Curriculum Vitae: Members of the placement centre render guidance to the students in formal and informal meetings. They are taught how to make CVs. The various technicalities are sorted out, if any.

Discussion of Exam Module & Preparation of the Exam:

The college organizes lectures on career opportunities. A thorough discussion takes place on the exam module. The students are informed regarding the syllabus, the pattern and the ways of attempting the paper. Mock tests are held to facilitate them in this pursuit. Their performance is analyzed after every test and then a brain storming session is organized to assess their strengths and weaknesses.

5.1.10 Does the institution have a student grievance redressal cell? If yes, list (if any) the grievances reported and redressed during the last four years.

- Students' Grievances are tackled by the Students Grievance Redressal Cell of the

Institution. SGR Cell plays a significant role to redress the grievances of the students undergoing studies in the college. Major issues related to their studies, library facility, safety, health, welfare, canteen facilities, proper infrastructure of laboratories, computer laboratories etc.

- Grievance cell comprising of teachers from various Depts. of the institution works under the able guidance of the principal.
- To maintain a conducive and healthy, educational environment in the college.

The Redressal Cell has the following mechanism :

- Students can register their complain in the specified Grievance Box Kept on several places of administrative block.
- The grievance is taken up by the members of the cell and after discussion the matter is resolved in no time.
- The principal and teachers are concerned about the grievances of the students and students feel free to express their grievance with them. The process of investigation in which the cell reserves the grievances are kept strictly confidential. Investigation is made in a fair way without any prejudice.

Grievances addressed during the last four years.

- A canteen was setup to meet the over increasing demand of the students.
- Water cooler and purifiers were installed in the college building.
- Computer lab has been setup with internet facility.
- Twenty four hours back up of electricity through 50 KVA generator for electric shut down.
- Inverter facility in the Lab. & Library.

5.1.11 What are the institutional provisions for resolving issues pertaining to sexual harassment?

Our college has a co-education system. A large number of girl students especially in Post-Graduate level, are enrolled in different subjects in our institution. Till date there has no any complain of sexual harassment come to light, here in this campus. Girls feel secure inside the campus. Boys and Girls respect each other.

- The College has a zero tolerance policy on sexual harassment. The College constituted the students grievance readresal cell and Women empowerment cell to address the issues of sexual harassment in the Workplace in accordance with Ordinance of the V K S University, Ara. Subsequently, as per the new notification by the University, the College has an Internal Complaints Committee in place to address complaints related to issues of sexual harassment. The committee works in accordance with Section 4(1) of Sexual Harassment of Women at the Workplace (Prevention, Prohibition and Redressal) Act, 2013 (No. 14 of 2013)'. For any such complaint, the Presiding Officer may be contacted.
- The College has a dedicated Women's Empowerment Cell, which is committed to

nurturing the strength of female students as well as to creating a sensitized environment leading to gender equality. The Cell endeavours to involve both male and female students in its information dissemination and sensitization activities, so as to foster healthy inter-gender relationships based on mutual trust, respect and co-operation. This Cell has successfully organized a number of seminars, panel discussions and interactive sessions on various issues varying from women's empowerment to gender discrimination.

5.1.12 Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?

- Yes, the College has an Anti-Ragging Squad as per University Ordinance Contact details of the Squad members are displayed on the College Website as well as at prominent places in the College premises and the hostel.
- Members of the committee take regular patrol to prevent ragging.
- The College is very alert about any attempts at ragging. No case of ragging has come to light in the last four years.

5.1.13 Enumerate the welfare schemes made available to students by the institution.

The college is always ready to ensure social justice to the students. Any programme or welfare schemes of the state or the central Governments, the college notify it among the students. Their applications are forwarded to the concerned department of the government to provide scholarship to the needy students.

The following welfare schemes are available to students of the College:

- Equal Opportunity Cell, for physically challenged students.
- Career guidance and Placement, through the College Placement Cell.
- Scholarships and Prizes to deserving students
- Fee waivers for Physically Challenged Students.
- Sports kit and special diets for sportspersons.
- Cases of sexual harassment are addressed by the students grievance redressal cell and women Empowerment Cell.
- Medical assistance to students and staff through Health Care Centre.
- A number of extra-curricular societies/club for the all-round development of students.
- Arrangement of extra classes, especially for slow learners, as and when required.
- Financial assistance to the students participating in various State / National level Competitions.
- Railway travel concession.
- Free access to state of the art on campus Gymnasium
- Availability of in house facility of photocopying machine.
- Banking facility for students on campus.
- Girl's common room

- The College has NCC and NSS wings for student welfare.
- The NCC unit of the College was established in 1949 with the aim of developing character, discipline, leadership, secular outlook, spirit of adventure and the ideals of selfless service amongst the students. Its activities include pulling, drill, weapon training: Rifle training, Hygiene and sanitation, First Aid, Human resource development: Values/codes of ethics, Personality development, Motivation, Decision making, Discipline, Leadership, Disaster management, the practice of Yogasanas.
- NCC organizes camps such as annual training camp, social service camps, All India summer training camps, Advanced leadership course, Nau Sainik camp, National integration camp, Republic day camp.
- Yoga Camp is organized on regular basis.
- NSS: National Service Scheme Seeks To enable students to understand the community in which they work and to understand themselves in relation with their community to identify its needs and problems and find solutions which they can be part of. To develop among students a sense of social and civic responsibility. To develop competence required for group living and sharing responsibilities as well as gaining skills in mobilizing community participation To acquire leadership qualities and democratic attitude. To develop capacity to meet emergencies and national disasters. An average number of 200 students are registered in NSS each year.
- NSS volunteers help visually impaired students in academics by reading for them, recording their lessons and writing their examinations.
- Focus on issues relating to health, sanitation, hygiene and creating awareness regarding these. Various health camps and cleanliness drives across campus and slum areas near it have been taken out to create awareness and also to motivate people to work towards a clean environment.
- Cleanliness drive: On a regular basis, NSS volunteers are engaged in organizing cleanliness drives in the College campus, and they celebrated Swachh Bharat Abhiyan.
- The NSS aimed to Create NSS blood group data bank and to organize Blood Donation camps in the College, in association with agencies like with Blood Connect, Rotary Club etc.

5.1.14 Does the institution have a registered Alumni Association? If ‘yes’, what are its activities and major contributions for institutional, academic and infrastructure development?

Yes, the college has an Alumni Association. We are trying to get it registered shortly. The association in its meetings has recommended valuable suggestions like enhancement of teacher’s quality by researches, appointment of teachers to lessen undue load to existing teaching staff, developing ICT facilities in the campus, organizing seminars and talks for the benefit of teachers & students.

5.2 Student Progression

5.2.1 Providing the percentage of students progressing to higher education or employment (for the last four batches) highlight the trends observed.

Student progression	%
UG to PG	40%
PG to M.Phil.	
PG to Ph.D.	80%
Employed • Campus selection • Other than campus recruitment	Data Not Available

This data pertains only to students of the College taking admission in post graduate courses offered by V K S University, Ara. However, a number of our students continue higher studies in reputed institutions and leading universities across the country, for which no formal records are available with the College.

5.2.2 Provide details of the programme wise pass percentage and completion rate for the last four years (Course wise/batch wise as stipulated by the university)? Furnish programme-wise details in comparison with that of the previous performance of the same institution and that of the Colleges of the affiliating university within the city/district.

Completion Rate and Pass Percentage of our college:

Program	2012-13		2013-14		2014-15		2015-16	
	CR	PP	CR	PP	CR	PP	CR	PP
UG	89	98	90	97	92	92.5	91.5	95
PG	89.2	92	91	95	92	96	91.7	98
Vocational Self Finance	95.6	97	92	98.4	97	98.6	96.2	98

Status report of the programme of Maharaja College, Ara a constituent unit of same University within the city. The result are as follows:

Program	2012-13		2013-14		2014-15		2015-16	
	CR	PP	CR	PP	CR	PP	CR	PP
UG	90	95	95	98	96	98	86.5	98
PG	93.5	98	86.2	88	93	95	90	92

It can be inferred from the figures that

- The pass percentage of our students is almost hundred percent.
- A large percentage of our students secure first divisions across all courses.
- These results are consistent not only for the last four years but similar results have been seen all through
- Undoubtedly, the College is known for its academic excellence, which is a reflection of the untiring efforts of its faculty and students.

5.2.3 How does the institution facilitate student progression to higher level of education and/or towards employment?

Year	Completion	Dropout rate
2013-14	80%	20%
2014-15	85%	15%
2015-16	90.0%	10%

The dropout rate after admission in regular course is negligible. Socio-economic, cultural and psychological issues are the main reasons for the dropout factor. To deal with the socio-cultural problems, the counseling cell and grievance cell address the problem of the students and counsel the parents too.

Our teachers encourage all students to continue their quest for knowledge at prestigious centers of higher learning. Many motivated students opt for various courses at JNU/DU/BHU for higher education. We provide all possible logistic and information support to the needy students through Career Counselling Cell. Successful students go through campus selection and/or govt. Jobs through competitive exams. Our college provides free coaching to needy students to face competitive exams successfully.

5.2.4 Enumerate the special support provided to students who are at risk of failure and drop out?

The majority of the students come from rural background. Most them are first generation learners whose parents are either small and marginal farmers or landless

agricultural labourers. Most of them are suffering from inferiority complex. The faculty member becomes a good counselor to give them self-confidence and also extend necessary help in the form of extra counseling. The results of higher classes show their performances. It is due to the extra care undertaken by the faculty members towards such students.

- The drop-out rate in the College is negligible.
- Students who are at risk of dropping out due to financial reasons are provided free ships/scholarships.
- Students are counselled by teachers and also the Principal.
- A student counsellor is also available for this purpose.
- The College counsels families/ parents of such students, whenever required.
- The College has an active counseling cell which endeavours to motivate students and improve their self-esteem.
- The College has been organizing remedial classes for slow learners and academically weak students for all the courses from the beginning of each academic session.
- A Computer Literacy Workshop held this year saw participation of students from different departments. The week long workshop dealt with all aspects of computer literacy starting from the basics to advanced level programming.

The drop-out case is very low. However, some of the girls students drop out in the midst of session due to some family problems or migration from this place and settle in other places.

5.3 Student Participation and Activities

5.3.1 List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and program calendar.

The college organizes many activities on games & sports, cultural and other extracurricular activities for the students in the college. The different committees of the college also give training/guidance to the students for participating in these activities organized by other institutions. The available facilities for these activities are:

Games & Sports

- Large College ground
- Girls' common room is equipped with indoor games facility like carom, chess, ludo, chinese checker, etc.
- Boys' common room is also equipped with indoor games facility
- There are football grounds, cricket ground, volleyball court in the college campus.
- Games & sports committee to encourage for participation in various intra-collegiate competitions and inter-collegiate cricket, football, volleyball, table tennis, chess, Wristling tournaments at college/university/state/national level

competitions.

Cultural

- College ground and a big hall for organizing large gathering Programme
- Musical instruments such as harmonium, tabla, etc.
- Two teachers and one non-teaching staff are proficient in cultural activities who are always enthusiastic to train the students
- Modern professional musical instructor from present students and from ex-students
- One coach to prepare the college team for participating in different district/state level drama competitions
- One cultural committee consisting of teaching and non-teaching staff who has proficiency to prepare the college team for presentation in various cultural programmes

Other Extracurricular Activities

The college has many units like NSS, Red Ribbon Club under the NSS unit, Legal Literacy Club under the NSS unit, Science Forum which organize extracurricular activities throughout the year.

The Range of Student Participation in Intra-collegiate Activities:

Cultural annual activities: (1) Foundation Day celebration (2) Fresher's welcome ceremony (3) Saraswati Puja (4) Milad-Mehfil (5) Independence Day celebration (6) Republic Day celebration (7) Ghandhi Birth Day celebration (8) Raksha Bandhan (9) Van-Mahotsav Day celebration by plantation of saplings (10) International Human Rights Day celebration Other cultural activities etc.

Games & Sports: Students participate in annual sports (50m, 100m & 200m race; long jump & high jump; shot put; javelin throw; discuss throw; cricket among junior & senior students and among students & teachers; musical chair among students & teachers and also in indoor games competition – carom, ludo, chess).

The Range of Student Participation in Inter-collegiate Activities at different levels:

Cultural activities: Students participate in inter-collegiate drama competitions at district level and at state level. They also participate in various cultural activities at state level.

Games & Sports: Students participate in various inter-collegiate tournaments, like Cricket, Volleyball, Football tournaments, Table Tennis (men & women), Chess (men & women) and Judo (men & women) competitions etc. at state level.

5.3.2 Furnish the details of major student achievements in co- curricular, extracurricular and cultural activities at different levels: University / State / Zonal / National / International, etc. for the previous four years.

The College feels that co-curricular and extra-curricular activities including physical education are a part and parcel of general education. Keeping this in view,

programme calendar is prepared in the beginning of session, depicting co-curricular and extra-curricular activities. Due care is also taken to the sports activities in order to improve and develop the physical fitness and talent through systematic and planned sports activities. It facilitates to maintain a true discipline among students. Following are the lists of sports activities in which students actively participated and achieved following positions in different inter university sports tournament of V.K.S.U, Ara :-

- CHESS (Men) Runner
- FOOTBALL (Men) Runner
- KABDDI (Men) Winner
- KABDDI (Women) Winner
- VOLLEY BALL (Men) Runner
- BASKET BALL (Men) Winner
- CRICKET (Men) (Men) Runner

5.3.3 How does the college seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?

- The College has always been accessible to and encouraged feedback from students, parents, alumni, prospective employers and other stakeholders.
- A feedback questionnaire with questions pertaining to teaching quality, academic environment, facilities and infrastructure has also been devised to be filled by students under strict anonymity to enable free and frank expression.
- All suggestions including complaints if any are regarded in the right spirit for overall betterment of institutional standards.
- A feedback link is also maintained on the College website through which employers and graduates may provide feedback on various institutional provisions.
- Feedback so obtained is analyzed by the IQAC and discussed in departmental meetings and appropriate recommendations are made to the Principal.
- Feedback is also taken from employers during and after the on-campus placement.
- Significant concerns involving major decisions are placed before the Governing Body by the Principal and the teacher representatives for expeditious action.

5.3.4 How does the college involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material? List the publications/ materials brought out by the students during the previous four academic sessions.

- “**ABHIYAN**” - the magazine of H D Jain College, Ara -- which has for several decades been the chief articulator of knowledge and cultural capital of the College. The magazine encompassed contributions from the students and faculty in Three different sections – English, Hindi and Urdu.

- If the Prospectus is the official window to the College, ABHIYAN provides an informal introduction to the College life. The range of contributions includes academic, literary, everyday experience and reminiscence by students and faculty.
- Published at the behest of the College Principal, the magazine comes annually with a formally nominated Editorial Board.
- Apart from this, students, along with teachers design and publish brochures, posters, banners and other publicity material for various events/workshops/seminars, organized by their respective departments.
- Even the various cultural societies of the College encourage students to design, publish as well as to do the publicity of the various events organized by them.

5.3.5 Does the college have a Student Council or any similar body? Give details on its selection, constitution, activities and funding.

There is a statutory provision for students union in all the colleges and university. Due to certain legal wrangles, election of students union could not be conducted. Now the legal bottle-neck has been overcome, and election for students union in the colleges and university is in the pipeline. Meanwhile, in each class we get nominated representative of students as “**Class Representative (CR)**”. In order to provide teeth to students union, the university has allocated a separate fund which is utilized for various union activities.

5.3.6 Give details of various academic and administrative bodies that have student representatives on them.

The college believes in decentralization of the power and giving the equal opportunity to the students in supporting the college administration and the college faculty in running the affairs of the college. For this the college endeavors to provide them with opportunities to participate in the various academic and administrative bodies. The details of academic and administrative having students’ representation is as under:

Editorial Board: The Editorial Board comprises of Chief Editors, Editor and Students Editors. The Board invites writings from students and teachers and publishes them in the form of magazine ‘**ABHIYAN**’ annually.

Cultural Society: This Committee is comprised of students to promote the cultural activities among them. Culturally talented students are spotted by Committee members and the efforts are made to develop their skills and talents by encouragement, right training and performances. The committee consists of 5 members, three teachers and two students.

Library Advisory Committee: This committee consists of 9 members. Six are from the teaching faculty. The Librarian and two students are a part of it. This Committee is constituted under the headship of the Faculty members who are in charge of the library. The Committee is responsible for the maintenance of library books and

journals, easy access of the students to the library facilities, students' facilities in the library such as reading rooms, drinking water, uninterrupted power supply, opening and closing times of library, availability of daily newspapers and the maintenance of library records. Suggestions are invited from the students and faculty readers for making atmosphere of the library congenial.

The direct participation of students may be found in the following bodies.

a) NCC, (b) NSS, (c) Debating Society, (d) Cultural Society, (e) Games and Sports Committee. Students often voice their grievances through the chosen representatives in the select bodies.

5.3.7 How does the institution network and collaborate with the Alumni and former faculty of the Institution.

The College interacts with the alumni through the alumni association. The college has a tradition of inviting its alumni on special occasions such as annual and foundation day.

Interaction with former faculty is done through the staff association of the College. They are also invited by the college on special occasions like annual and foundation day. In addition to this they are often invited by their respective departments to deliver special lectures on their area of expertise.

Any other relevant information regarding Student Support and Progression which the college would like to include.

-None-

CRITERIA-WISE INPUTS

CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

KEY ASPECTS

- 6.1 Institutional Vision and Leadership**
- 6.2 Strategy Development and Deployment**
- 6.3 Faculty Empowerment Strategies**
- 6.4 Financial Management and Resource Mobilization**
- 6.5 Internal Quality Assurance System (IQAS)**

CRITERION VI: GOVERNANCE LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

6.1.1 State the vision and mission of the Institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?

Vision: To impart liberal holistic education to all cross section of the society, particularly the rural and deprived ones, for shaping a sterling character and scintillating career imbued with values of humanism, equality, global competency, patriotism, just and secularism.

Mission: The mission of the institution is:

- To impart education to its students in keeping with Indian cultural tradition, and develop in the process a strong student- teacher relation in close conformity with the ideals of ancient Gurukul tradition.
- To help the students develop a sense of discipline, confidence creativity, inventiveness, a strong sense of nationality & qualities of leadership.
- To organise lectures, seminars, conferences, debates, essay-writing competitions, extra-curricular activities, cultural programmes & games and sports for the students.
- To impart skill-development training exploiting the available resources: to promote rural orientated industrial training programmes.
- To combine the ancient Gurukul system of education with the presentday technology.
- To conduct research highlighting the concept of ecological balance for the sustenance of man on the earth.
- To inculcate moral & spiritual values among the students for the socio-economic development of the country.

The college is determined to achieve its Vision and Mission by imparting quality education to the students for their all round development. To inculcate ethical values in the students by imparting proper guidance and motivation. By helping the students to overcome their sense of inferiority in facing new challenges by creating their skills.

The College's ideal is to empower young men and women to grow into well-rounded citizens who can contribute to the community from the local to the global level. It aims at fulfilling this ideal by furnishing its students with freedom, democratic institutions, and opportunities for learning both within and outside the classroom.

6.1.2 What is the role of top management, Principal and Faculty in design and implementation of its quality policy and plans?

Principal is the pivot and motivational force in designing and implementation of quality plans and policy. Most of the matters are addressed by the Principal, with the continuous advice of faculty members in the form of various issue and subject based sub-committees that are formed within the Staff Council. For matters related to academic policies, the affiliating University supports the recommendations made by these committees, routed through the Principal, in the form of sanctioning funds and working for infrastructural strengthening, wherever required. The affiliating University considers and approves the decisions and monitors and regulates funding for all sorts of planning and policy-making in the College.

IQAC cell strives for quality in all spheres– academic, administrative etc. & tries to involve all the stakeholders of Higher Education for quality sustenance. The plans which are chalked out are implemented with proper monitoring by IQAC.

- Better quality education.
- Opening of career oriented programmes.
- Opening of post-graduate courses.
- Establishing academic-industry linkage.
- Social commitments through the different wings of the college such as NSS, NCC etc.
- Empowerment of women by constituting different cells like sexual harassment cell, anti-ragging cell etc.
- Skill development programmes.
- Provision of universal education to all.
- Extending quality education to students of weaker section of the society for social inclusion.
- Provision of co-operation through coordination with other institutions and agencies.

6.1.3 What is the involvement of the leadership in ensuring:

- **The policy statements and action plans for fulfillment of the stated mission**
- **Formulation of action plans for all operations and incorporation of the same into the institutional strategic plan**
- **Interaction with stakeholders**
- **Proper support for policy and planning through need analysis, research inputs and consultations with the stakeholders**
- **Reinforcing the culture of excellence**
- **Champion organizational change**

- Generally the leadership follow the guidelines received by the University on matters related to administration or teaching. However on issues where there is any scope of formulating a policy, the Staff Council to formulate and recommend draft policies and proposed action plans. At this stage the leadership of college, i.e. the Staff Council, takes up the role of an initiator to begin discussion on the issue. The leadership identifies the ideal platform for this discussion and encourages the relevant committee body/committee/council and its members to arrive at a consensus and recommend a definite vision along with a policy statement to carry out its implementation.
- The committees formed either in the Staff Council or by the Governing Body work within the rules laid down by competent authority/University. The leadership works towards clearing all financial and other logistical difficulties that come in the way of the implementation of any policy as decided by the committees.
- The leadership also helps in resolving issues concerning other intra-committee or inter-committee affairs.
- The leadership uses its vision and reasons to decide the timing to involve other stakeholders such as students, non-teaching employees, the guardians or other section of employees whenever it feels appropriate.

6.1.4 What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?

The Principal holds regular meetings of Academic Council and other committees to discuss the ways and means to implement the decisions taken. He also convenes the meetings of different departments to ensure the effective implementation of department calendar within the prescribed time. The required instructions are conveyed through regular notices. As Principal being the executive Head, he oversees and monitors the process of implementation. He also constitutes committees as per the requirement and regularly convenes the meetings of conveners of the committees. He acts as facilitator to his subordinate staff so that formulated action plan is accomplished with the spirit of co-operation, co-ordination, mutual trust and dignity. All the activities are duly monitored, analyzed and assessed by IQAC at the end of each academic session for further improvement. Requisite feedback is obtained from all the stakeholders like parents, alumni, students, faculty, researchers and the efficacy of evaluation of policy is done accordingly.

6.1.5 Give details of the academic leadership provided to the faculty by the top management?

The top-management of H D Jain College, Ara is a stimulating and motivational apex body that inspires the staff to inculcate innovative vision and incorporate the same in the existing and future plans and programmes of the institution. Two general meetings of the Managing Committee are held in an academic session. The meetings

are chaired by the President. The Principal and two elected members from teaching faculty represent the staff in the meetings. The Principal prepares the detailed agenda on the basis of feedback from all sources. It is discussed in the Managing Committee meetings. Proposals for academic excellence are accepted positively. Teachers are allowed to participate in research, refresher and orientation courses. All the appointments of faculty positions are made in which top management is always present. The President, the General Secretary and other office bearers take keen interest in the proceedings. The Managing Committee always makes positive and constructive contribution in improving the academic environment. Issues and proposals advanced in the interest of faculty members are discussed and decided unconditionally.

6.1.6 How does the college groom leadership at various levels?

The College encourages its students, faculty and the administrative staff to assume positions of responsibility and become accountable.

- **Head of Department:** At the level of the faculty the principle of seniority-by-rotation applies to the position of Head of Department of a department and ensures that each teacher participates in running the department at least once over their time at the College. Though not statutory, this position provides administrative experience to the faculty Members.
- **Bursar:** One faculty member is given the opportunity to take the position of Bursar and impact policies and decision-making. The appointment against this post, for a period of three years, is done on the recommendation of college. Other important posts that follow the same model are:
- **Public Information Officer:** Addresses all RTI enquiries.
- **Controller of Examinations:** All examinations conducted throughout the year are done under the supervision of this officer.
- **Coordinator of Practical Examinations:** For the smooth conduct of Semester Practical Examinations the College appoints a Science Faculty member, on rotation basis for one year. The Coordinator, in association with the HoD fixes the schedule, examiners and other necessary facilities for the exams, including remuneration to examiners, invigilators and lab staff.
- **Coordinator of Evaluation Centers in the College:** Each year the College is given the responsibility to be the centre for evaluation of answer scripts of at least one subject. A faculty member is appointed as the Coordinator for this purpose.
- **Equal opportunity Cell coordinator:** A faculty member is appointed to look after the needs and comfort of the PwD students of the College, in coordination with the University Cell.
- **Media Coordinator:** All official announcements are made through this faculty member chosen by the Principal for a defined term.
- **Nodal Officer:** He/she is the Public relations officer of the College. These posts

give faculty member extra exposure to new skills and attributes. Teachers exhibit their leadership qualities through convenorships of various committees

- The Non-teaching staff has its Union President, Secretary and Treasurer.
- Non-teaching staff members have the opportunity to become President/Secretary of the Thrift and Credit Society.

6.1.7 How does the college delegate authority and provide operational autonomy to the departments / units of the institution and work towards decentralized governance system?

A number of committee has been constituted by the Principal to run the college properly and smoothly. The senior members of the faculty are heading the respective committee. The Principal is the ex-officio chairman of all the committee. The teachers and the staff have been involved in the process of decision making and its implementation. The committee enjoys operational autonomy and does their works under the rules and regulations of the University.

In this way the principal with help of all the heads of the committee and the faculty members performs the work of the institution.

Extra-curricular, student support activities like NSS& NCC and co-curricular activities like sports etc, the In-charge of such activities have operational autonomy to some extent.

6.1.8 Does the college promote a culture of participative management? If 'yes', indicate the levels of participative management.

Yes, our college believes strongly in participative management. This is one of the axes of our success. For example, at the departmental level there is a departmental council where decisions are taken to implement academic calendar without hustle. The council decides as to how the development work will progress, how and where the excursion of students trip will go and who will accompany the students in the trip. Similarly, the select committees decide how and where the chosen students will participate in sports and games. The selection of such students is done by the committee members purely on the basis of merit. Likewise all the committees in the college function and contribute their best in achieving excellence.

6.2 Strategy Development and Deployment

6.2.1 Does the Institution have a formally stated quality policy? How is it developed, driven, deployed and reviewed?

The college has a formally stated quality policy in which all the members of teaching staff are expected to fill the required self assessment report proformas. These proformas are monitored, kept and maintained by IQAC. The Principal keeps himself

informed about the performance of each member of faculty. Besides this policy, formal and informal meetings are held by the management with various members to discuss ways and means of improving the quality of teaching and providing better ambience to the students. The Principal, with the assistance of the office superintendent, also regularly monitors the performance of the non-teaching staff members.

The members of the teaching staff are encouraged by the authorities and Heads of the departments to aim at excellence and enhance their academic knowledge. Teachers are encouraged to take up UGC Minor/Major research projects, attend refresher courses, seminars and workshops.

6.2.2 Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.

The college certainly has a long run plans for all round development. No doubt, development is a continuous process. With this motive the college authority makes a future plan for upgrading all the science laboratories, construction of in-door and out-door stadium, provision for modern facility in the class rooms and enrich the library with modern facility. The college authority makes a proposal for all such developmental works and the same are forwarded to the University or State Government or the UGC to allocate the resources for it.

6.2.3 Describe the internal organizational structure and decision making processes.

Our college is a constituent unit of Veer Kunwar Singh University, Ara. The Principal is the head of the institution, who is working under the rules and regulations of the University and the UGC. The University makes the policy and the college implements it through the Principal, as the head of the institution.

The Principal as the institutional head plays a pivotal role in the administration of the college and he is responsible for executing all the policy decisions made by the university. The Principal constitutes various committees who work on behalf of the Principal. The Principal maintains harmonious relationship between the teachers and the staff for the congenial atmosphere for smooth functioning of the college. The Principal takes the help of the Staff Council consisting of all the teaching members of the college.

Bursar has been appointed by the University for assisting financial matters, while for examination section controller of examination has been appointed by the University to assist the Principal for smooth conduction of examination. Apart from that, the senior most faculty member has been appointed as Coordinator/Convener/Nodal officer for assisting the college authority for smooth functioning of the institution.

6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following

- **Teaching & Learning**
- **Research & Development**
- **Community engagement**
- **Human resource management**
- **Industry interaction**

Teaching & Learning: The teaching learning process is student centric and enhancement of quality in teaching and learning is the primary thrust area. The academic calendar is notified in advance and it helps the institution to adhere to academic delivery system as per schedule. The students are encouraged to consult multiple sources of information and through spoken English classes, personality development workshops and add on courses, the institution aims at enhancing their global employability. The teachers are encouraged to consult multiple sources like Multimedia, Web, online journals through INFILIBNET and aim at excellence in teaching.

The teachers through personal contact, class tests and assignments provide individual attention and monitor the progress of each student. Students are free to submit their queries and feedback to the office. A healthy teacher- taught relationship is maintained. The college has achieved great success in this area as a large number of teachers have taken research and academic development quite seriously. The members are encouraged to attend various academic programmes and courses, seminars and workshops. The college supplements the traditional teaching methods with modern ones like smart classes, use of ICT etc.

Research & Development: We promote and sustain research culture by giving necessary facilities to our teachers and research students of different faculties. The affiliating university allows the faculties to supervise research scholars for Ph.D degree and UGC also provides financial assistance for minor and major research projects, the teachers of the college have successfully guided several dozens of students for Ph.D. degree and more than several research papers were published by them.

Community engagement: The NSS officer coordinates various extension activities of the college leading to community engagement. Through NSS, the students are encouraged to undertake community-oriented activities like Social work, health-hygiene awareness, medical camp, adult education and literacy, blood donation, AIDS awareness, environmental awareness.

Human resource management: Career and Counseling Cell organizes regular classes in spoken English, personality development, psycho- social counselling etc.

Industry interaction: The College constantly endeavours to establish better relations

and interaction with the industry. Students of Commerce & Business Administration, Information Technology etc. are encouraged and guided by the faculty to get training in reputed industrial houses. Experts from industries are invited to have interaction with our students.

6.2.5 How does the Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top management and the stakeholders, to review the activities of the institution?

The Principal regularly meets the students of each department and get the feedback from them about the functioning of the department as well as the college. He also interacts with the senior students and the guardians and get adequate information about the overall performance of the various departments of the institution. Generally the Principal does not transmit it to the University, but he tries to rectify the problems, if any, with the help of the senior faculty members.

Generally the fourth pillar of the state is quite vigilant and through their reporting, the University authority and others get the information about the institution.

6.2.6 How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?

The proper functioning of the college is possible with the efficient internal coordination and the team work with the active support of the different committee constituted in this regard. The Principal selects the dedicated, devoted and sincere teachers as the members of the committee. The following are the committee constituted by the Principal for smooth and effective functioning of the college:-

1. NAAC Steering Committee
2. Admission Committee
3. Anti-Ragging Committee
4. Anti Sexual harassment Committee
5. Building Committee
6. Career Counseling & Placement Cell
7. Cultural Board
8. Proctorial Board
9. Equal Opportunity Cell
10. Finance Committee
11. Grievance Redressal Cell
12. IQAC (Internal Quality Assurance Cell)
13. Library Advisory Committee
14. Magazine Committee
15. NSS Advisory Board
16. Planning Board
17. Purchase Committee

- 18. Research Board
- 19. Sports (outside)
- 20. Women's Cell

6.2.7 Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.

Being a constituent unit of the University, college has no power to make any resolution. The Syndicate and the Senate of the University make resolutions; the college can only implement it.

For internal matter sometimes college makes its own policy to improve the academic and administrative conditions of the institution.

6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If 'yes', what are the efforts made by the institution in obtaining autonomy?

There is no provision of autonomy in the university systems of Bihar. Each affiliated college has to function within the framework formulated by the university and governed by the Bihar State Universities Act, 1976.

6.2.9 How does the Institution ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyse the nature of grievances for promoting better stakeholder relationship?

The college has in place an effective mechanism for grievances to be redressed. The Grievance Cell meets in case there is a written or oral complaint received by any member or through the Principal. Grievances/Complaints/suggestions boxes are installed at different places in the college campus. As the college is a coeducational institution, the safety and dignity of the girl students is ensured through a Cell for Women Empowerment Cell and Prevention of Sexual Harassment Cell. This cell has women teachers as its members. These cells, Discipline Committee and Anti Ragging Committee members act promptly to resolve the complaints/grievances.

The complaint of any student can be dropped in the provided complaint box or can be sent through e-mail to the Principal/ faculty members.

6.2.10 During the last four years, had there been any instances of court cases filed by and against the institute ? Provide details on the issues and decisions of the courts on these?

Neither the college filed the court case nor any other court case filed against the college for the last four years.

6.2.11 Does the Institution have a mechanism for analyzing student feedback on institutional performance? If ‘yes’, what was the outcome and response of the institution to such an effort?

The College gives utmost importance to the collection of the feedback from the students regarding performance of the institution.

The Principal with the help of faculty members prepare a questionnaire on the performances of the teachers as well as other matters of the college. After the questionnaire is finalized, the senior faculty members randomly distribute this paper among the students and ask them to fill up the questionnaire without any fear and favour.

The students are directed to submit their feedback form in the office of the Principal. The data thus generated is carefully analyzed by the Principal with the help of Prof.-In-Charge.

In this way the Principal gets the feedback from the students and makes appropriate steps to improve the functioning of the college.

- The College welcomes suggestions from all stakeholders and attempts to address it at the earliest through various committees.
- Complaints made and feedback given directly to the principal are also equally effective in streamlining academic and administrative affairs.

6.3 Faculty Empowerment Strategies

6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non teaching staff?

The college is always ready to develop the professional skills to both the teaching and the Non-teaching staff of the college. The faculty members are encouraged to enrich their knowledge by attending seminars, conferences and Refresher and orientation courses. The college has also organized workshops as well as departmental seminars, in which the faculty members positively involved to have deep knowledge of the subjects.

The Non-teaching staffs are encouraged to get the computer knowledge. For this a training programme organizes by the college and all the non-teaching staff participate in it. By enhancing the basic knowledge of computer usage, the staff enhances their skills and does their work smoothly.

6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?

At the college level, the Principal motivates the faculty members to be acquainted with the modern technology for teaching and learning. The talented and the aspiring teachers and the staff are given the opportunity to enrich their skills by availing the schemes of the UGC, CSIR or others. The Faculty Development Programme of the UGC gives this opportunity of the teachers to avail this programme. They are motivated and encouraged to do their research work. Such teachers are given duty leave with the permission of the University.

6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.

The performance of faculty members is assessed and monitored by the head of the concerned department. The annual appraisal is conducted by issuing them a questionnaire. The college authority IQAC studies the report and also gets the feedback from the students of the performance of the faculty members without disclosing the names of the students. After analyzing the appraisal report as well as the feedback the college authority evaluates it. If he finds any difficulty in getting the proper report of the functioning of the staff, the college authority closely monitors the participation of the teachers and staff in various activities of the college. In this way he receives correct information for better appraisal.

6.3.4 What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?

After, receiving the performance appraisal reports, the Principal reviews it thoroughly. If he find any issue of concern, the concern faculty member is suitably advised personally. The concern teacher improves or overcomes the lacunae without lowering self-esteem. Wherever required, counseling is provided to the staff in order to help them improve their professional capabilities.

6.3.5 What are the welfare schemes available for teaching and non teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?

There are several welfare schemes for the staff members of this college as per university laws. For example loan privileges, roster (reservation rules), free accommodation in the welfare hostel for superintendent, text books/journals facility and so on. Many teachers and non-teaching staff members avail themselves of interest-free loan facility from their respective PF accounts. The non-teaching staff members obtain monetary festival allowances, subsidized accommodation, dress facilities and so on.

6.3.6 What are the measures taken by the Institution for attracting and retaining eminent faculty?

As per the University Act and Statute, the institution does not have authority to attract and retain eminent faculties. However, we invite eminent scholars from nearby universities for special lectures.

6.4 Financial Management and Resource Mobilization

6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?

To optimize the utilization of available funds, the apex committee of the institution meets to discuss the liabilities and development plans and other financial needs and propose a tentative budget in the beginning of the financial year. The principal proposes the expected financial needs and the tentative budget to the register of Veer Kunwar Singh University, Ara to sanction the budget. Then after funds are made available. Thus, there are two tiers monitoring of the fund.

College development committee and purchase committee of the institution are involved in the whole operation. Grant received from the university grant commission are utilized directly as per the directions of the UGC.

6.4.2 What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.

The College has its account relating to all transactions audited once a year. The audit is of two kinds: one is internal audit, in which the auditors of the University audit the entire income and expenditures made during the financial year. The state government also undertakes the external audit by the team of the Auditors from the Office of the Accountant General, Patna.

Both the team of auditors submit their reports to the University and the Governments separately. Till date no major audit objections are reported. No discrepancy is found in maintaining the income and expenditure of the fund.

6.4.3 What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with Institutions, if any.

The major sources of the college receipts are the salary and contingent amounts from the University in every month. The tuition fee and other developmental fee received from the students are deposited to the University Account "A". The tuition fee of the

self-financing courses is another receipts. The grants received from UGC under various schemes and the State Government for developmental purposes.

6.4.4 Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).

The college has received Rs. 35 lac for construction of Girls hostel from the UGC under XI Five year Plan. Another efforts made by the institution for obtaining the UGC grants under merged schemes as well as the additional grants. The total amount received from the UGC under XI Plan was Rs. 40.95 lac. The college also received grants from the HRD department of the Government of Bihar for the construction of Class Rooms - Rs. 24,30,804.00 during financial year 2011 – 12

6.5 Internal Quality Assurance System (IQAS)

6.5.1 Internal Quality Assurance Cell (IQAC)

- a. Has the institution established an Internal Quality Assurance Cell (IQAC)? If 'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?**
- b. How many decisions of the IQAC have been approved by the management / authorities for implementation and how many of them were actually implemented?**
- c. Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.**
- d. How do students and alumni contribute to the effective functioning of the IQAC?**
- e. How does the IQAC communicate and engage staff from different constituents of the institution?**

(a) The Internal Quality Assurance Cell (IQAC) has been established in the college on 05/08/2015. The Cell has been playing a pro-active role. The basic policy of the institution to impart quality education to the students and also fulfills its mission. Hence, continuous improvement in the quality of teaching-learning process is the institutional policy. The IQAC is an active and effective advisory body to suggest infrastructural and technological development in the campus.

(b) There are several meetings were held with the members of the IQAC. Some of the important suggestions are as follows:

- Online admission system

- To make the campus Wi-Fi.
- To automate the Library
- To constitute the departmental council for academic excellence.

All such suggestions of the IQAC are put before the senior faculty members and after discussions and deliberations a proposal for academic excellence is made. Some of the proposals have been executed by the Principal and rest has been sent to the University for the Final Approval.

- (c) Yes, IQAC consists of two external members, the members had made suggestion to improve the intuitional teaching and placement opportunities.
- (d) The members of IQAC received valuable feedbacks from the students and the Alumni about the teaching learning process and its excellence.
- (e) Four senior faculties are the members of IQAC. They air the view of the faculty and endeavor to incorporate their needs in the major academic policy and its implementations.

6.5.2 Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If 'yes', give details on its operationalisation.

There is certainly an integrated framework for the quality assurance of the academic and administrative activities in the college. For maintaining the academic and administrative quality, the observations of the Cell is reviewed by the Principal and the senior faculty members. The college authority tries to execute the recommendations of the IQAC.

6.5.3 Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If 'yes', give details enumerating its impact.

The college ensures that the advice of the IQAC is fully adhered to by the staff. The orientation session is organized time to time for the staff to improve their working system. Small and informal meeting with the staff and teachers by the coordinator IQAC helps the effective implementation of the recommendations of IQAC.

6.5.4 Does the institution undertake Academic Audit or other external review of the academic provisions? If 'yes', how are the outcomes used to improve the institutional activities?

Although there is no formal academic auditing system in the college. However, in informal way, the college conducts such auditing. The staff council meeting is organized by the Principal, in which he interacts with the faculty members regarding self-appraisal forms of the members, feedback given by the students as

well as observations of the IQAC. In this way the college undertakes the academic auditing in a informal way.

6.5.5 How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?

The internal quality assurance mechanisms of the College are aligned with the external agencies like affiliating University and UGC. The College is also striving regularly to align with the requirements and guidelines provided by the NAAC.

6.5.6 What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?

Various platforms come in handy for assessing the quality of teaching learning process in the college. The IQAC is the basic system to review the quality of teaching and learning process of the college.

The performance of the students in the internal tests gives the concrete idea to the teachers about the area where the students need to help.

Apart from this the feedback from the students about the teaching quality of the faculty members is another mechanism for reviewing the teaching learning process.

Apart from all these methodology, the final results in the university examinations provides the real picture of outcome of the teaching –learning process.

6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?

- The policies, methodologies and outcomes adopted by the College are communicated to all stakeholders and put in the public domain.
- A well maintained website displays all information including notices, activities, student information, timetables etc.
- Faculty is given information through e-mails as well.
- Apart from these digital modes, the College notice boards, prospectus, circulars and other traditional methods continue to be effective.
- A comprehensive Annual Report of the College presented to all stakeholders, i.e to faculty members, students, non-teaching staff, parents, the alumni as well as the Staff Council. It gives details of activities, accomplishments and performance of the College as a whole, thereby giving an assessment of how the College attempts to work in line with its vision and mission. The report includes the students' results and achievements that speak of the academic performance of the College. Through details of Sports and extracurricular activities, the

strength of the College in such areas is reflected. Faculty enhancement, credentials and research done are detailed. Major infrastructural programmes underway are presented, giving a sense of the management's vision. This Annual Report is read out at the Founder's Day function by the Principal.

Any other relevant information regarding Governance Leadership and Management which the college would like to include.

-None-



CRITERIA-WISE INPUTS

CRITERION VII: INNOVATIONS AND BEST PRACTICES

KEY ASPECTS

7.1 Environment Consciousness

7.2 Innovations

7.3 Best Practices

CRITERIA VII: INNOVATIONS AND BEST PRACTICES

7.1 Environment Consciousness

7.1.1 Does the Institute conduct a Green Audit of its campus and facilities?

Eco Club of the college consisting of a team of teachers, local environmental activists and students act as a nodal agency for taking initiatives for green audit. Besides, forestation undertaken by this agency and Department of Forest, Government of Bihar, the Department of Botany of this college is undertaking efforts for mapping and conserving the bio-diversity of the Campus. It shall be pertinent here to add that the sprawling campus of college has a rich variety of flora some of which are more than a century old.

7.1.2 What are the initiatives taken by the college to make the campus eco-friendly?

- * **Energy conservation**
 - * **Use of renewable energy**
 - * **Water harvesting**
 - * **Check dam construction**
 - * **Efforts for Carbon neutrality**
 - * **Plantation**
 - * **Hazardous waste management**
 - * **e-waste management**
- The college authority as well as the other staff members are very particular to conserve energy. The minimum use of electricity is a serious consideration of the college authority.
 - Effects of carbon neutrality does not apply for us as no hazardous gasses are emitted or hazardous wastes are produced by the Institution.
 - Regular plantation of saplings is undertaken in the campus by the NSS& NCC volunteers.
 - Regarding e-waste, which is primarily generated because of the outdated electronic equipment and obsolete electronic gadgets. The college is very particular about the use of such outdated electronic goods.

7.2 Innovations

7.2.1 Give details of innovations introduced during the last four years which have created a positive impact on the functioning of the college.

- Four-hours orientation for the newly inducted students is aimed at familiarizing the students with rich legacy and present accomplishments of the college. Added to it they are made aware of their responsibilities as future nation builders.
- Class room innovation: Semester System and Internal evaluation- The introduction of semester system and internal assessment at the post graduate level has led to increase in attendance of the students in the classroom and it also has brought qualitative improvement in class room teaching.
- Use of teaching room aids such as Internet, computers, LCD projectors, integrated computer-projection system in the classroom.
- Research Innovation-Pre Ph.D. Test which are designed as screening tests have weeded out the non-serious aspirants for the prestigious doctoral degree and has led to the significant improvement in research ambience. The incorporation of research projects into the curriculum of several subjects is another step towards introducing a research culture in the campus.
- Office Automation and Library Automation.
- Feedback Mechanism
- Remedial Coaching
- Personality Development- Besides class room teaching, the focus of the college is also on the overall personality development of the students. Concrete efforts undertaken by the college for this purpose comprises group discussions, debates, speeches, quiz programmes and elocution. The speech and elocution competitions help the students in developing their argumentative skills. The quiz and group discussions further sharpen the skills of putting their own viewpoint strongly.
- Constituting of an anti-ragging and counseling cell.
- Constitution of gender sensitization committee.

7.3 Best Practices

- 7.3.1 Elaborate on any two best practices in the given format at page no. 98, which have contributed to the achievement of the Institutional Objectives and/or contributed to the Quality improvement of the core activities of the college.

BEST PRACTICES – I

{ Commerce Laboratory }

Goal: The Commerce Laboratory was set up to enhance the quality of students on a sustained basis. The Commerce Laboratory provides the students with an environment which is conducive to their all round development.

- To Encourage the self-learning process in the students through complete involvement in academic and co-curricular activities. Broadening the scope of student's knowledge through continuous exposure to the practical world.
- Encouraging creative and innovative ideas.
- Developing organization skills, communication skills and leadership qualities.

- Engaging rigorous research oriented activities to develop an updated database.
- Providing a platform to the students to exhibit their literary skills.

❖ The context

Setting up of a laboratory in the field of Commerce was quite vague initially, and the biggest challenge was to convey the idea to the students unambiguously. Hence frequent meetings of the teachers with the Principal were held and finally it was decided that the laboratory would be set up to operate in two ways. Firstly through surveys, visits, group discussions, presentation, business quiz, etc. where the students would get an opportunity to showcase their competitive skills and secondly through charts and model wherein students would be encouraged to display their innovative ideas.

The efforts taken have led to the establishment of a sophisticated and well – equipped laboratory. Every department in the college is provided with some space in the laboratory and charts and models are renewed at regular intervals.

❖ The Practice

The Commerce Laboratory conducts various activities like Guest Lectures, Industrial Visits, Workshops, Surveys, Inter-Collegiate Competitions etc. The activities for the academic year are planned and discussed with the Principal and concerned faculty members. Once they are finalized, frequent meeting of the core committee of the students, teacher – in –charge of the Commerce Laboratory, Principal and head dept. of college are held to chalk out the details regarding their implementation.

The uniqueness of this practice lies in the fact that it gives the students a scope to generate novel ideas/activities and implement them successfully. To quote a few examples, events like Mock WTO, Mock Budget, Business Talent Hunt were the brainchild of our students. In the process of conducting these activities they develop perfect organizing skills, communication skill and the art of promoting the events; we believe this helps students in achieving the goal of inculcating the habit of self-learning.

Evidence of Success:

Principals, teachers and students from different renowned colleges have visited our laboratory. Industries and Agriculture has provided its association for conducting a mega event named Business Talent Hunt.

Commerce Laboratory has planned and implemented various co-curricular activities which have helped in evolving many successful process like: Bridging the gap between education in theory and implementation in practice: This has been carried out in activities like visits to companies, guest lectures, surveys and mock events, Commerce Laboratory strives to train the students in the use of their theoretical knowledge in the actual practice world. Computerized accounting, auditing

The students of the Commerce Laboratory organize and manage all the events, even inter-collegiate events professionally, it enhances their organizational and leadership qualities.

The students are given wide exposure to the outside world through interaction with industrialists, educationists and the media. This contributes to their all-round development and widens their perspectives. The students of the Commerce Laboratory generate many innovative ideas and they are given full freedom to implement them successfully. Faculty members play a supportive role.

Development of communication skills: Through continuous interaction with Industrialists, Business establishments Educationists, Media, principal and faculty members, students have learnt to communicate effectively.

The results indicate that the Commerce Laboratory has been successful in contributing towards the quality enhancement of our students.

Problems encountered and Resources required:

There have been a few minor problems in the course of implementing the quality enhancement programmes. However they have been solved successfully. To quote a few,

- As a constituent college to the University of V K S University, Ara, a college doesn't have freedom to design its own curriculum and as such the activities to the Commerce Laboratory cannot be made a part of the curriculum. However, a few activities like visits, surveys and lectures are conducted as practicals.
- V K S University, Ara has not allocated any specific amount as fee for the purpose of Commerce Laboratory but college has solved by utilizing some amount from the Students Welfare Fund. Many meritorious students from our college are pursuing professional courses and hence they cannot devote much time to the activities of the laboratory.

Resources Required : The resources required for conducting the activities of the Commerce Laboratory are generated by the college. The resources mainly required are participation and guidance of the teachers on a continuous basis.

Best Practice – II – Organizational Arrangements in Internal Quality Assurance Cell

Presentation of Practice

Organizational Arrangements in Internal Quality Assurance Cell

Goal

H D Jain College, Ara, has taken strategic strides to become a leading institution by imparting quality education. In this direction the primary goal of the IQAC is to work on strategies and ensure the implementation of these to build an institution that will stand tall for the high impact of its teaching.

Context:

The Quality Cell has been conceived and developed as a centre to facilitate and support activities of the teaching community. It provides resource support (non-

financial) and acts on feedback received from all the stakeholders. It design and develops strategies and implements these to improve the overall quality of the class room transaction. The co-ordinator of the IQAC works in co-ordination with all the staff.

Practice:

The cell operates with one individual exclusively coordinating the activities and five senior teaching members and two external persons from society who work and support the coordinator. The cell interacts with the teachers at the departmental level periodically to get feedback and suggestions from all the teachers in the department. The departments will set goals and targets with a time frame and submit the same to the IQAC. These will periodically be assessed by the cell and a review meeting will be held.

The cell also introduces programmes or dialogues to ensure accountability with transparency in all teaching practices and assessment patterns. In this effect the cell made it mandatory for all teachers to issue a copy of the Course Plan to all the students. The cell initiated dialogue among the departments to introduce transparency into the assessment of the students' learning outcome.

The cell interacts with the Student Council, Parent's Committee and receives feedback from these groups and uses this feedback in planning its strategies, especially in bringing transparency / objectivity / accountability in the teaching-learning-evaluation process.

It also initiates workshops for the administrative staff (include the support staff) who are involved in maintaining the campus and its surroundings. Follow up workshops will also be periodically held to reinforce the training.

The cell also acts as a documenting centre for the seminars / workshops / publications. Documentary files maintained in respect of those who attended / presented papers in seminar / workshops. These are subsequently uploaded on the institution website: www.hdjaincollege.org against the concerned teacher's name in the concerned department.

This documentation has worked as a motivational factor for teachers by the work of the teacher becoming a public document for those interested.

Evidence of success :

For IQAC, the major success has been acceptance of the concept as part of the processes in the campus. The initiatives of the cell are now accepted by the teaching community and the students. The initiative on strengths, weaknesses, opportunities and threats (SWOT) analysis introduced in every teaching department was accepted by all and worked upon positively. Subsequent review meetings held with all the departments to work out strategies based on the SWOT analysis.

Problems encountered and Resources required:

The primary problem encountered is that of resistance – to change. A lot of convincing and persistent measures to alter strategies wherever needed has resulted in a lot of time being lost.

Resources required:

- Infrastructure Support from all other administrative departments/infrastructure & finance office to organize programmes.

Contact Details

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Name of the Institution	: H D Jain College, Ara
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Evaluative Report of the Departments

FACULTY OF HUMANITY

- 01. Department of Hindi**
- 02. Department of English**
- 03. Department of Urdu & Persian**
- 04. Department of Sanskrit**
- 05. Department of Pali & Prakrit**
- 06. Department of Philosophy**

Evaluative Report of the Departments

1. Name of the department : **Department of Hindi**
2. Year of Establishment : **1945**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) :
(a) Undergraduate: B.A. (H) Hindi (Three Years)
(b) Postgraduate: M.A. (Hindi) (Two Years)
4. Names of Interdisciplinary courses and the departments/units involved :

Name of course	Department (s)/unit (s) involved
B.A. (H) Hindi	Political Science, Philosophy, History, Sanskrit, Prakrit, Urdu & Persian, Economics, Geography

5. Annual/ semester/choice based credit system (programme wise) :
(a) Undergraduate: B.A. (H) Hindi (Three Years) - Annual
(b) Postgraduate: M.A. (Hindi) (Two Years)- Semester System
6. Participation of the department in the courses offered by other departments : **As subsidiary paper, second language paper and compulsory paper in faculty of Humanities, Social Science, Science & Commerce.**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **Nil**
8. Details of courses/programmes discontinued (if any) with reasons : **No**
9. Number of Teaching posts :

	Sanctioned	Filled
Professor	---	03
Associate professor	---	04
Asst. professor	11	---

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Ranvijay Kr.	M.A, Ph.D	Professor			
Dr. Bajrang Pratap Keshari	M.A, Ph.D	Professor	Sahitya	20 Yrs.	1 Ph.D Produced 1 Thesis Submitted 3 Registered
Dr. Pushpa Dwivedi	M.A, Ph.D	Associate Professor			
Dr. Diwakar Pandey	M.A, Ph.D	Professor	Kaabya	20 Yrs.	4 Ph.D Produced 1 Thesis Submitted 3 Registered
Sri Niraj Kr.	M.A	Associate Professor			
Dr. Akhilesh Kumar	M.A, Ph.D	Associate Professor	Hindi Poetry	13 Yrs.	-----
Dr. Smita Jain	M.A, Ph.D	Associate Professor	Rachna	13 Yrs.	3 Ph.D Produced 2 Registered

11. List of senior visiting faculty :

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : 40% Lectures delivered by Visiting Faculty Members

13. Student -Teacher Ratio (programme wise) : 45:01

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : Peon: 01

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG. :

Faculty	Ph.D.	M.Phil.	M.A.
Permanent	6	---	1
Part time/ Visiting Faculty			

16. Number of faculty with on going projects from

- a) National
- b) International funding agencies and grants received :

Name of the teacher	Nature of the Project	Duration	Title of the Project	Name of the funding agency	Total Grant	Total grant received till date	Equipment purchased for the project

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : **Nil**

Project	Project Investigator	Funding Agency	Grant (Rs.)

18. Research Centre /facility recognized by the University : **Nil**

19. Publications: :

- * Publication per faculty :
- * Number of papers published in peer reviewed journals (national / international) by faculty and students :
- * Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) :
- * Monographs :
- * Chapter in Books :
- * Books Edited :
- * Books with ISBN/ISSN numbers with details of publishers :
- * Citation Index :
- * SNIP :
- * SJR :
- * Impact factor :
- * h-index :

Publication Summary

Name of Faculty Member	Number of papers published in peer reviewed journals (national / international) by faculty and students	Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)	Monographs	Chapter in Books	Books edited	Books with ISBN/ISSN numbers with details of publishers	Citation index	SNIP	SJR	Impact Factor	h-index
Dr. Ranvijay Kr.											
Dr. Bajrang Pratap Keshari	08					04					
Dr. Pushpa Dwivedi											
Dr. Diwakar Pandey	08					05					
Sri Niraj Kr.											
Dr. Akhilesh Kumar											
Dr. Smita Jain	10					02					

Name of Faculty Members	Paper Publication			Book Published	Chapter in Book	Translation Work
	National	International	Regional			
Dr. Ranvijay Kr.						
Dr. Bajrang Pratap Keshari	04		04	04		
Dr. Pushpa Dwivedi						
Dr. Diwakar Pandey	07		04	05		
Sri Niraj Kr.						
Dr. Akhilesh Kumar						

Dr. Smita Jain

20. Areas of consultancy and income generated : Nil

21. Faculty as members in

- a) National committees : **None**
- b) International Committees : **None**
- c) Editorial Boards. : **None**

Name of Faculty Member	National committees	International Committees	Editorial Boards.
Dr. Ranvijay Kr.			
Dr. Bajrang Pratap Keshari			Editorial Board of College Magazine "Abhiyaan"
Dr. Pushpa Dwivedi			
Dr. Diwakar Pandey			
Sri Niraj Kr.			
Dr. Akhilesh Kumar			
Dr. Smita Jain			Editorial Board of College Magazine "Abhiyaan"

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme : **40%**
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies : **Nil**

23. Awards / Recognitions received by faculty and students : N/A

Awards received by students:

(a) Fellowship/Award: Nil

(b) Position Holders—Students

24. List of eminent academicians and scientists / visitors to the department : N/A

25. Seminars/ Conferences/Workshops organized & the source of funding

a) National :

b) International :

Sl.No.	Year	Title of Seminars/Conference/ Workshop	Coverage level: Departmental/Local/Regional/National/International	Funding Agency	Organized by

26. Student profile programme/course wise :

Academic Year 2016-17

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			M	F	
B.A Part-I (Hons.)	54	18	05	13	98%
B.A Part-II (Hons.)	09	09	02	07	98%
B.A Part-III (Hons.)	18	18	06	12	98%
P.G. Sem. – I	30	18	04	07	98%
P.G. Sem. – II	32	32	10	22	96%
P.G. Sem. – III	48	48	13	35	97%

P.G. Sem. – IV	46	46	11	35	98%
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*M = Male *F = Female

27. Diversity of Students (Average Data of Previous three Academic Years from 2016-17)

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
B.A. (Hindi Hons.) Part-I	98%	02 %	Nil
B.A. (Hindi Hons.) Part-II	97%	03 %	Nil
B.A. (Hindi Hons.) Part-III	98%	02 %	Nil
P.G. Sem. – I	98%	02 %	Nil
P.G. Sem. – II	97%	03 %	Nil
P.G. Sem. – III	98%	02 %	Nil
P.G. Sem. – IV	98%	02 %	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? :
Approximately 10-15% have cleared national and State competitive examinations, Exact Data is not Available.

29. Student progression

Student progression	Against % enrolled
UG to PG	15-20%
PG to M.Phil.	Data Not Available
PG to Ph.D.	Data Not Available
Ph.D. to Post-Doctoral	Data Not Available
Employed	
<ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	Data Not Available
Entrepreneurship/Self-employment	Data Not Available

30. Details of Infrastructural facilities

a) Library

: Apart from College Central Library, Dept. of Hindi has also got its' Seminar Library in which Each year, Department of Hindi adds new books/editions to enrich the library

- for the accessibility of the books to students.
- b) Internet facilities for Staff & Students : The College campus is Wi-Fi enabled. The Staff and Students have free access to internet.
- c) Class rooms with ICT facility : Five Smart Class Rooms are available in college & used by different departments on shared basis.
- d) Laboratories : Language Lab. Available.
31. Number of students receiving financial assistance from college, university, government or other agencies :
About 20% of total enrollments of UG & PG (SC/ST/BC-I, Minority & Girls Students) gets financial assistance from welfare Department of Bihar State Government prior to academic year 2016-17. From academic session 2016-17 Bihar State Government has implemented 100% free education upto UG level for SC/ST/ & Girls Student.
32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts :
Different types of Students' enrichment programmes such as special lecture by external experts, Group Discussions, Quizes, Debates, workshops and Departmental Seminars are organised on regular basis in the dept.
33. Teaching methods adopted to improve student learning :
- Paper Presentation.
 - Group Discussion.
 - Interaction.
 - Power Point Presentation.
 - Field Work.
 - Quiz Method.
 - Educational Trip.
34. Participation in Institutional Social Responsibility (ISR) and Extension activities :
Many students are involved in ISR Activities through various societies, clubs and activities of the College like Eco Club, Cultural Society, NSS, NCC, Swachha Bharat Mission etc.
35. SWOC analysis of the department and Future plans :

Strengths of the Department

Language in itself is a great strength that has an additional benefit when they learn it through various papers of literature. This develops their power of expression and communication skills. Hindi has a developing space and market in various fields. It has become more popular with globalization along with its rich traditional heritage of great literature. In today's world communication is the greatest skill. Hindi today gives them variety of career options all over the world.

- Most promising students from old Sahabad range comprising of four Districts i.e (Bhojpur, Buxar, Rohtas and Kaimur). come to us.
- The Department is the proud inheritor of a rich legacy of teachers and the same is being carried forward by its young teachers.

Weakness of the Department

- Very few students opt Hindi (Honors) Course. The students of modern Indian languages face a psychological problem of inferiority. Lot of them also come from humble backgrounds, lack of confidence in students is a weakness which can be dealt with a bit of effort by teachers.
- The second Major weakness is the setting up of curriculum. Hindi can be made more interesting as far as the selection of content is concerned, lack of energetic involvement of students is also a weakness.
- Shortage of teaching staff.
- Shortage of Journals and reference books.
- Lack of infrastructure.
- Lack of Departmental library.

Opportunities

Opportunities arise through our weakness. If the weaknesses are overcome, which is very much possible, sky is the limit. As far as the job opportunities are concerned, Hindi graduate is eligible for any competitive exam from UPSC to banks to other government jobs. The students of today are aware of technology in the field of communication, information and expression. They have vast fields of translation, advertisement and marketing world. Most of the Universities teach Hindi. The way India is evolving in the direction of world power more opportunities are opening for Hindi. Media and journalism have variety of opportunities along with printing and publishing.

- Seminars and Conferences can be organised on regular basis mainly at the time of admission regarding career opportunities in the field of Hindi language & literature.

Challenges

- The biggest Challenges is that foreign languages attract students more than Indian Languages. Lack of communicating the opportunities offered by Hindi, its popularity world over and its strength with its rich cultural heritage should be communicated to students.
- It is our endeavor that the students passing out from the Department attain higher positions in the administrative services. Although the situation in research, teaching and various sectors of government services is fairly satisfactory, we'll have to put in extra efforts for getting similar results in administrative services.
- Although the faculty actively undertakes student-related educational research, the funding for the same is minimal as research grants under the said head are scarce.
- Dedicated space is required for the students and faculty to pursue research and additional projects without hindrance.

Future Plans

- The department plans to encourage the students to learn about relating their knowledge with the society, politics, economics, religion, culture with examples of today.
- Scientific approach to apply the knowledge and curiosity to learn more will further be developed.
- Teachers try to understand the talent and capabilities of various students and try to develop that particular skill and connect it with what they study.
- Establishment of Departmental library.
- More specific programmes for students and researchers.

Evaluative Report of the Departments

1. Name of the department : **Department of English**
2. Year of Establishment : **1945**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) :
(a) Undergraduate: B.A. (H) English (Three Years)
(b) Postgraduate: M.A. (English) (Two Years)
4. Names of Interdisciplinary courses and the departments/units involved :

Name of course	Department (s)/unit (s) involved
B.A. (H) English	Hindi, Political Science, Philosophy, History, Sanskrit, Prakrit, Urdu & Persian, Economics, Geography

5. Annual/ semester/choice based credit system (programme wise) :
(a) Undergraduate: B.A. (H) English (Three Years) - Annual
(b) Postgraduate: M.A. (English) (Two Years)- Semester System
6. Participation of the department in the courses offered by other departments : **As subsidiary paper and second language paper in faculty of Humanities, Social Science, Science, Commerce & Vocational Studies.**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **Nil**
8. Details of courses/programmes discontinued (if any) with reasons : **No**
9. Number of Teaching posts :

	Sanctioned	Filled
Professor	---	---
Associate professor	---	02
Asst. professor	18	---

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Tapeshwar Prasad	M.A, Ph.D	Associate Professor			
Dr. Sanjay Kumar Tripathi	M.A, Ph.D	Associate Professor	Indian English Fiction	14 Yrs.	03 Ph.D Produced

11. List of senior visiting faculty :

1.	Prof. B.L Tripathi (Department of English) B H U, Varanasi
2.	Prof. S N Pandey (Department of English) B H U, Varanasi
3.	Prof. S Ranjan (Department of English) A N College, Patna

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : **About 60% of Lectures delivered by Visiting Faculty Members for both UG & PG Programmes.**

13. Student -Teacher Ratio (programme wise) : **(UG) 100:1 (PG) 60:1**

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : **Peon: 01**

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG. :

Faculty	Ph.D.	M.Phil.	M.A.
Permanent	2	---	---
Part time/ Visiting Faculty	3	---	---

16. Number of faculty with on going projects from

- National
- International funding agencies and grants received :

Name of the teacher	Nature of the Project	Duration	Title of the Project	Name of the funding agency	Total Grant	Total grant received till date	Equipment purchased for the project

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : **Nil**

Project	Project Investigator	Funding Agency	Grant (Rs.)

18. Research Centre /facility recognized by the University : Nil

19. Publications: :

- * Publication per faculty :
- * Number of papers published in peer reviewed journals (national / international) by faculty and students :
- * Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) :
- * Monographs :
- * Chapter in Books :
- * Books Edited :
- * Books with ISBN/ISSN numbers with details of publishers :
- * Citation Index :
- * SNIP :
- * SJR :
- * Impact factor :
- * h-index :

Publication Summary

Name of Faculty Member	Number of papers published in peer reviewed journals (national / international) by faculty and students	Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)	Monographs	Chapter in Books	Books edited	Books with ISBN/ISSN numbers with details of publishers	Citation index	SNIP	SJR	Impact Factor	h-index
Dr. Tapeswar Prasad											
Dr. Sanjay Kumar Tripathi	04										

Name of Faculty Members	Paper Publication			Book Published	Chapter in Book	Translation Work
	National	International	Regional			
Dr. Tapeswar Prasad						
Dr. Sanjay Kumar Tripathi	03					

20. Areas of consultancy and income generated : Nil

21. Faculty as members in

- a) National committees : None
- b) International Committees : None
- c) Editorial Boards. : None

Name of Faculty Member	National committees	International Committees	Editorial Boards.
Dr. Tapeswar Prasad			
Dr. Sanjay Kumar Tripathi			Annual College Magazine "Abhiyan"

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme : 40%
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies : Nil

23. Awards / Recognitions received by faculty and students

Recognitions received by Teachers:

Name of Faculty Member	Award	Year

Awards received by students: N/A

(a) Fellowship/Award: Nil

(b) Position Holders—Students

24. List of eminent academicians and scientists / visitors to the department :

1.	Prof. B.L Tripathi (Department of English) B H U, Varanasi
2.	Prof. S N Pandey (Department of English) B H U, Varanasi
3.	Prof. S Ranjan (Department of English) A N College, Patna

25. Seminars/ Conferences/Workshops organized & the source of funding

a) National :

b) International :

Sl.No.	Year	Title of Seminars/Conference/Workshop	Coverage level: Departmental/Local/Regional/National/International	Funding Agency	Organized by

26. Student profile programme/course wise :

Academic Year 2016-17

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			M	F	
B.A Part-I (Hons.)	250	64	24	40	98%
B.A Part-II (Hons.)	58	58	22	36	98%
B.A Part-III (Hons.)	58	58	22	36	98%
P.G. Sem. – I	265	64	19	45	98%

P.G. Sem. – II	64	54	14	40	96%
P.G. Sem. – III	54	52	19	33	97%
P.G. Sem. – IV	52	52	19	33	98%

*M = Male *F = Female

27. Diversity of Students (Average Data of Previous three Academic Years from 2016-17)

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
B.A. (Eng. Hons.) Part-I	98%	02 %	Nil
B.A. (Eng. Hons.) Part-II	97%	03 %	Nil
B.A. (Eng. Hons.) Part-III	98%	02 %	Nil
P.G. Sem. – I	98%	02 %	Nil
P.G. Sem. – II	97%	03 %	Nil
P.G. Sem. – III	98%	02 %	Nil
P.G. Sem. – IV	98%	02 %	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? :
Approximately 10-15% have cleared national and State competitive examinations, Exact Data is not Available.

29. Student progression

Student progression	Against % enrolled
UG to PG	15-20%
PG to M.Phil.	Data Not Available
PG to Ph.D.	Data Not Available
Ph.D. to Post-Doctoral	Data Not Available
Employed	
• Campus selection	Data Not Available
• Other than campus recruitment	
Entrepreneurship/Self-employment	Data Not Available

30. Details of Infrastructural facilities

- a) Library : Apart from College Central Library, Dept. of English has also got its Seminar Library in which Each year, Department of English adds new books/editions to enrich the library for the accessibility of the books to students.
- b) Internet facilities for Staff & Students : The College campus is Wi-Fi enabled. The Staff and Students have free access to internet.
- c) Class rooms with ICT facility : Five Smart Class Rooms are available in college & used by different departments on shared basis.
- d) Laboratories : Language Lab. Available.

31. Number of students receiving financial assistance from college, university, government or other agencies :

About 20% of total enrollments of UG & PG (SC/ST/BC-I, Minority & Girls Students) gets financial assistance from welfare Department of Bihar State Government prior to academic year 2016-17. From academic session 2016-17 Bihar State Government has implemented 100% free education upto UG level for SC/ST/ & Girls Student.

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts :

Different types of Students' enrichment programmes such as special lecture by external experts, Group Discussions, Quizes, Debates, workshops and Departmental Seminars are organised on regular basis in the dept.

- Creative Writing Workshops are regular events and are fostered by faculty members.
- The Department Library list is regularly updated with student involvement and recommendations taken from both faculty and students for further additions. Book lists are circulated, memberships given and books issued/returned by student and faculty members.

33. Teaching methods adopted to improve student learning :

- Paper Presentation.
- Group Discussion.

- **Interaction.**
- **Power Point Presentation.**
- **Quiz Method.**
- **Well made classroom lectures to give a rigorous conceptual understanding to students.**
- **Regular tutorials to address individual problems in small group interactions.**
- **Writing workshops to improve writing and composition skills among students.**
- **Massive extra classes for students to enable their thorough understanding of difficult concepts not possible otherwise in the tight schedule of a semester.**
- **Remedial classes, especially in writing, for students who are slow in learning.**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities :

Students of the Department take part in ISR Activities through forums such as NSS, NCC and others. Several of the present students have been members of the National Service Scheme NSS (Health, Women's Developments and Eco Club), participating in projects on School Education to Maha Dalit Students, Blood Donation Camps, and the like. The Department has always emphasised the development of a social conscience and the links between the academy and society, especially in terms of our students being made capable of devising tools, both intellectual and practical, for intervention in and contribution to the community.

35. SWOC analysis of the department and Future plans :

Strengths of the Department

- One of the Old & reputed department with adequate Infrastructural facilities.
- Highly reputed and quality faculty with a varied and diverse range of research interests and specializations.
- Intake of good quality students to strengthen the teaching-learning process.
- Excellent university results.
- Good Library facilities.
- Different platforms of interaction between students and teachers

- Have wide access to students of different courses as English as a subject is taught to all.
- Maximum involvement of the department in the corporate life of the college.

Weakness of the Department

- Finds difficulty in completing syllabus on time owing to shortage of permanent faculty members.
- Very few students opt English (Honors) Course. The students coming from Bihar State System of Education are Generally weak in English and they face a psychological problem of inferiority. Lot of them also come from humble backgrounds, lack of confidence in students is a weakness.
- Lack of space and time does not allow proper remedial classes for weak students.
- Individual attention and mentoring of students have become difficult owing to Shortage of teachers.

Opportunities

- The Department serves not only students of English but of many Departments in the Humanities, Social Sciences, Sciences, Commerce & Vocational Courses. The Department has fostered skill-development in students, focusing not only on progression in English academia but also interdisciplinary research, leadership and organization and soft skills, language and communication skills that enable them to enter a wide variety of fields. Departmental seminars, discussion sessions, Academic Council (weekly) events. The wide scope and variety of fields and employments, both in the profile of our current student body's volunteer and internship work, and in the data on our alumni, bring this out. Students of the Department become involved in extracurricular, enrichment, skill-enhancing and socially productive activities through Department committees and activity groups.
- To spearhead cutting edge teaching and research areas in line with premier global institutions.
- The wide range of academic interests and specializations among the faculty members can provide diverse pedagogical tools to students.
- The involvement of the entire department in various activities of the college has added value to the extension activities and the corporate life of the institution.

Challenges

To improve infrastructure for handling larger and more varied classes, as well as for experimenting with more innovative methods of teaching, would be a valuable improvement to the Department's capacities.

- Dilution of the rigour and the critical component in the English studies in the name of syllabus revision.
- The growing tendency of English studies to shift from literature and critical research areas which are interdisciplinary in nature to very mechanical language studies.
- The adverse ratio between the teachers and students poses a serious threat to the quality of classroom teaching and small group interaction like tutorials.
- It is our endeavor that the students passing out from the Department attain higher positions in the administrative services. Although the situation in research, teaching and various sectors of government services is fairly satisfactory, we'll have to put in extra efforts for getting similar results in administrative services.
- Although the faculty actively undertakes student-related educational research, the funding for the same is minimal as research grants under the said head are scarce.
- Dedicated space is required for the students and faculty to pursue research and additional projects without hindrance.

Future Plans

The Department hopes to build on its existing base of sound pedagogical capabilities and long-established and constantly-updated practices, to further enhance our professional competences and expand the range of our fields of interest, specialisations, and approaches we can offer to students and peers. The Department is fully cognizant of the challenges and changing scenarios today, and proposes to actively orient itself towards more varied and versatile skill-building, without sacrificing its core strengths and long reputation for academic rigour.

- Create a research center with collaboration with other disciplines and institutions.
- We have plans to organize workshop, seminars and special lectures in collaboration with other colleges and institutes.
- Create a database of Alumni of the department.
- To Publish Journal from the department.

Evaluative Report of the Departments

1. Name of the department : **Department of Urdu & Persian**
2. Year of Establishment : **1945**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) :
(a) Undergraduate: B.A. (Urdu/Persian) Honors (Three Years)
(b) Postgraduate: M.A. (Urdu/Persian) (Two Years)
4. Names of Interdisciplinary courses and the departments/units involved :

Name of course	Department (s)/unit (s) involved
B.A. (Urdu/Persian)	English, Political Science, Philosophy, History, Sanskrit, Pali/Prakrit, Hindi, Economics, Geography, Psychology

5. Annual/ semester/choice based credit system (programme wise) :
(a) Undergraduate: B.A. (Hons.) (Urdu/Persian) (Three Years) - Annual
(b) Postgraduate: M.A. (Urdu/Persian) (Two Years)- Semester System
6. Participation of the department in the courses offered by other departments :
As subsidiary paper and second language paper in faculty of Humanities, Social Science, Science & Commerce. Persian department participate in Urdu department in PG, course (4th Semester) as Urdu course has one paper complete in Persian.
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: Nil
8. Details of courses/programmes discontinued (if any) with reasons : **No**
9. Number of Teaching posts :

	Sanctioned	Filled
Professor	---	01
Associate professor	---	---
Asst. professor	3	---

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. MD. Rizwanullah	M.A, (Double) P.hD, (Double)	Professor	Modern Persian Poetry	20 Yrs.	1 Ph.D Produced 1 Registered

11. List of senior visiting faculty :

1.	Prof. U M Kamaluddin (HoD) Department of Urdu/Persian, Lucknow (UP)
-----------	--

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : **No temporary faculty is in the department.**

13. Student -Teacher Ratio (programme wise) : **150:1**

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : **Peon: 01**

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG. :

Faculty	Ph.D.	M.Phil.	M.A.
Permanent	1	---	---
Part time/ Visiting Faculty		---	---

16. Number of faculty with on going projects from

- a) National
- b) International funding agencies and grants received :

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : **Nil**

18. Research Centre /facility recognized by the University : **Yes, V K S University, Ara allows faculty members to supervise students for Ph.D degree.**

19. Publications: :

- * Publication per faculty :
- * Number of papers published in peer reviewed journals (national / international) by faculty and students : **04**
- * Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) : **NIL**
- * Monographs : **NIL**
- * Chapter in Books : **NIL**
- * Books Edited : **NIL**
- * Books with ISBN/ISSN numbers with details of publishers : **01 (Eram publisher Patna)**
- * Citation Index : **NIL**
- * SNIP : **NIL**
- * SJR : **NIL**
- * Impact factor : **NIL**

* h-index : NIL

Publication Summary

Name of Faculty Member	Number of papers published in peer reviewed journals (national / international) by faculty and students	Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)	Monographs	Chapter in Books	Books edited	Books with ISBN/ISSN numbers with details of publishers	Citation index	SNIP	SJR	Impact Factor	h-index
Dr. MD. Rizwanullah	10	-----	--	--	--	01	--	--	--	--	--

Name of Faculty Members	Paper Publication			Book Published	Chapter in Book	Translation Work
	National	International	Regional			
Dr. MD. Rizwanullah	04	02	04	01	---	---

20. Areas of consultancy and income generated : Nil

21. Faculty as members in

- a) National committees : None
- b) International Committees : None
- c) Editorial Boards. : 03

Name of Faculty Member	National committees	International Committees	Editorial Boards.
Dr. MD. Rizwanullah			1. Editorial Board of Research Journal "Tahqeeq" (Jamshedpur) ISSN 2278-2613, 2. "Dabeer" (Lucknow) ISSN 23945567 and Annual 3. College Magazine "ABHIYAAN"

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme :
100% PG student do in-house project and prepare seminar paper as part of syllabus of last same of PG course.
- b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/other agencies : **Nil**

23. Awards / Recognitions received by faculty and students :

Recognitions received by Teachers:

Name of Faculty Member	Award	Year
Dr. MD. Rizwanullah	"Hasan Askari award" Conferred by Urdu Academy Patna	2011

Awards received by students: N/A

24. List of eminent academicians and scientists / visitors to the department :

- | |
|---|
| 1. Prof. U M Kamaluddin (HoD) Department of Urdu/Persian, Lucknow (UP) |
|---|

25. Seminars/ Conferences/Workshops organized & the source of funding

- a) **National : Nil**
 b) **International : Nil**

Sl.No.	Year	Title of Seminars/Conference/Workshop	Coverage level: Departmental/Local/Regional/National/International	Funding Agency	Organized by

26. Student profile programme/course wise :

Academic Year 2016-17

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			M	F	
B.A Part-I (Hons.)	05	03	01	02	
B.A Part-II (Hons.)	12	12	10	02	98%
B.A Part-III (Hons.)	10	10	08	02	98%
P.G. Sem. – I	15	10	02	08	
P.G. Sem. – II	12	12	10	02	98%
P.G. Sem. – III	35	35	15	20	98%
P.G. Sem. – IV	34	34	24	10	100%

*M = Male *F = Female

27. Diversity of Students (Average Data of Previous three Academic Years from 2016-17)

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
B.A. (Urdu/Persian Hons.) Part-I	98%	02 %	Nil
B.A. (Urdu/Persian Hons.)	97%	03 %	Nil

Part-II			
B.A. (Urdu/Persian Hons.)	98%	02 %	Nil
Part-III			
P.G. Sem. – I	98%	02 %	Nil
P.G. Sem. – II	97%	03 %	Nil
P.G. Sem. – III	98%	02 %	Nil
P.G. Sem. – IV	98%	02 %	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? :
Approximately 10-15% have cleared national and State competitive examinations, Exact Data is not Available.

29. Student progression

Student progression	Against % enrolled
UG to PG	50%
PG to M.Phil.	Data Not Available
PG to Ph.D.	05%
Ph.D. to Post-Doctoral	Data Not Available
Employed	10% Students selected to the post of Urdu Teacher in different school of the Bihar State Government.
<ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	
Entrepreneurship/Self-employment	Data Not Available

30. Details of Infrastructural facilities

- a) **Library** : Apart from College Central Library, Dept. of Urdu/Persian has also got its' Seminar Library in which Each year, Department of Urdu/Persian adds new books/editions to enrich the library for the accessibility of the books to students.
- b) **Internet facilities for Staff & Students** : The College campus is Wi-Fi enabled. The Staff and Students have free access to internet.
- c) **Class rooms with ICT facility** : Five Smart Class Rooms are available in college & used by different departments on shared basis.

d) Laboratories :

31. Number of students receiving financial assistance from college, university, government or other agencies :
About 20% of total enrollments of UG & PG (SC/ST/BC-I, Minority & Girls Students) gets financial assistance from welfare Department of Bihar State Government prior to academic year 2016-17. From academic session 2016-17 Bihar State Government has implemented 100% free education upto UG level for SC/ST/ & Girls Student.
32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts :
Different types of Students' enrichment programmes such as special lecture by external experts, Group Discussions, Quizes, Debates, workshops and Departmental Seminars are organised on regular basis in the dept.
33. Teaching methods adopted to improve student learning :
- **Lecturing method**
 - **Usage of audio-visual aids to make teaching more interesting.**
 - **Making teaching more interactive by initiating discussion with the students**
 - **Encouraging students to present paper for effective expressions of their ideas**
34. Participation in Institutional Social Responsibility (ISR) and Extension activities :
Many students are involved in ISR Activities through various societies, clubs and activities of the College like Eco Club, Cultural Society, NSS, NCC, Swachha Bharat Mission etc.
35. SWOC analysis of the department and Future plans :

Strengths of the Department

- Mass Media and Journalism in Urdu medium is Our Strength.
- Urdu/Persian department of H D Jain College, Ara has learned faculty members. All faculty members bear higher academic qualifications. Most of them are having a large number of published research papers and books .
- Congenial learning environment for the students .
- Department organizes activities such as debate / discussions and makes arrangement for experts from Mass media and Journalism in Urdu medium.

Weakness of the Department

- Apathetic attitude of the people towards language & literature.
- Shortage of permanent faculty members.

Opportunities

- Through its academic programmes and activities, Department of Urdu/Persian prepares its students to face the upcoming challenges in pursuit of their career.
- We train the students and assist them in ways which are helpful to them in pursuing career in the field of media and journalism.

Challenges

- Due to the rapid expansion of English language, Urdu language faces threat of slowly losing its popularity and utility among the masses.

Future Plans

- Urdu certificate course is likely to be introduced under Department of Urdu.
- Establishment of a media lab and a computer lab to train our students for a better career.
- Department of Urdu H D Jain College, Ara may collaborate with those institutions, active in the field of Urdu language within and outside Bihar to get benefitted with their schemes and plans so as to provide appropriate opportunities for college students.

Evaluative Report of the Departments

1. Name of the department : **Department of Sanskrit**
2. Year of Establishment : **1945**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) :
(a) Undergraduate: B.A. (Honors) Sanskrit (Three Years)
(b) Postgraduate: M.A. (Sanskrit) (Two Years)
4. Names of Interdisciplinary courses and the departments/units involved :

Name of course	Department (s)/unit (s) involved
B.A. (Honors) Sanskrit	Hindi, Political Science, Philosophy, History, English, Prakrit, Urdu & Persian, Economics, Geography, Psychology, Pali/Prakrit

5. Annual/ semester/choice based credit system (programme wise) :
(a) Undergraduate: B.A. (Honors) Sanskrit (Three Years) - Annual
(b) Postgraduate: M.A. (Sanskrit) (Two Years)- Semester System
6. Participation of the department in the courses offered by other departments : **As subsidiary paper & second language paper in faculty of Humanities, Social Science, Science & Commerce.**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **Nil**
8. Details of courses/programmes discontinued (if any) with reasons : **No**
9. Number of Teaching posts :

	Sanctioned	Filled
Professor	---	---
Associate professor	---	01
Asst. professor	7	---

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Anuj Rajak	M.A, Ph.D	Associate Professor	Philosophy	12 Yrs.	04 Ph.D Produced

11. List of senior visiting faculty :

1. Dr. Sidharth Shankar Singh (Principal) Ram Jaipal College, Chapra

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : **20% Lectures delivered by visiting Faculty Members**

13. Student -Teacher Ratio (programme wise) : **50:01**

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : **Peon: 01**

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG. :

Faculty	Ph.D.	M.Phil.	M.A.
Permanent	1	---	---
Part time/ Visiting Faculty	1		

16. Number of faculty with on going projects from

a) National

b) International funding agencies and grants received :

Name of the teacher	Nature of the Project	Duration	Title of the Project	Name of the funding agency	Total Grant	Total grant received till date	Equipment purchased for the project
Dr. Anuj Rajak	----	--	----	---	----	----	----

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : **Nil**

Project	Project Investigator	Funding Agency	Grant (Rs.)
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18. Research Centre /facility recognized by the University : Yes, V K S University, Ara allows faculty members to supervise students for Ph.D degree.

19. Publications: :

- * Publication per faculty :
- * Number of papers published in peer reviewed journals (national / international) by faculty and students :
- * Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) :
- * Monographs :
- * Chapter in Books :
- * Books Edited :
- * Books with ISBN/ISSN numbers with details of publishers :
- * Citation Index :
- * SNIP :
- * SJR :
- * Impact factor :
- * h-index :

Publication Summary

Name of Faculty Member	Number of papers published in peer reviewed journals (national / international) by faculty and students	Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)	Monographs	Chapter in Books	Books edited	Books with ISBN/ISSN numbers with details of publishers	Citation index	SNIP	SJR	Impact Factor	h-index
Dr. Anuj Rajak	03	--	--	--	--	--	--	--	--	--	--

Name of Faculty Members	Paper Publication			Book Published	Chapter in Book	Translation Work
	National	International	Regional			
Dr. Anuj Rajak	03		01	---	---	---

20. Areas of consultancy and income generated : Nil

21. Faculty as members in

- a) National committees
- b) International Committees
- c) Editorial Boards.

Name of Faculty Member	National committees	International Committees	Editorial Boards.
Dr. Anuj Rajak			Annual College Magazine "ABHIYAAN"

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme : **100% of PG students do in-house projects as part of course of study.**
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies : **Nil**

23. Awards / Recognitions received by faculty and students :
Recognitions received by Teachers: N/A

24. List of eminent academicians and scientists / visitors to the department :

25. Seminars/ Conferences/Workshops organized & the source of funding

- a) **National :**
- b) **International :**

Sl.No.	Year	Title of Seminars/Conference/ Workshop	Coverage level: Departmental/Local/Regional/National/International	Funding Agency	Organized by
01	2015	...	Local	Internal fund of College	Dept. of Sanskrit

26. Student profile programme/course wise :

Academic Year 2016-17

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			M	F	
B.A Part-I (Hons.)	25	10	01	03	98%
B.A Part-II (Hons.)	04	04	01	03	98%
B.A Part-III (Hons.)	04	04	01	03	98%
P.G. Sem. - I	34	20	09	03	98%
P.G. Sem. - II	12	12	09	03	96%
P.G. Sem. - III	12	12	09	03	97%
P.G. Sem. - IV	11	11	08	03	98%

*M = Male *F = Female

27. Diversity of Students (Average Data of Previous three Academic Years from 2016-17)

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
B.A. (Sanskrit Hons.) Part-I	98%	02 %	Nil
B.A. (Sanskrit Hons.) Part-II	97%	03 %	Nil
B.A. (Sanskrit Hons.) Part-III	98%	02 %	Nil
P.G. Sem. – I	98%	02 %	Nil
P.G. Sem. – II	97%	03 %	Nil
P.G. Sem. – III	98%	02 %	Nil
P.G. Sem. – IV	98%	02 %	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? :

Approximately 10-15% have cleared national and State competitive examinations, Exact Data is not Available.

29. Student progression

Student progression	Against % enrolled
UG to PG	15-20%
PG to M.Phil.	Data Not Available
PG to Ph.D.	Data Not Available
Ph.D. to Post-Doctoral	Data Not Available
Employed	
<ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	Data Not Available
Entrepreneurship/Self-employment	Data Not Available

30. Details of Infrastructural facilities

a) **Library**

: Apart from College Central Library, Dept. of Sanskrit has also got its Seminar Library in which Each year, Department of Sanskrit adds new books/editions to enrich the library for the accessibility of the books to students.

b) Internet facilities for Staff & Students

: The College campus is Wi-Fi enabled. The Staff and Students have free access to internet.

c) Class rooms with ICT facility

: **Five Smart Class Rooms are**

available in college & used by different departments on shared basis.

d) Laboratories : Language Lab. Available.

31. Number of students receiving financial assistance from college, university, government or other agencies :

About 20% of total enrollments of UG & PG (SC/ST/BC-I, Minority & Girls Students) gets financial assistance from welfare Department of Bihar State Government prior to academic year 2016-17. From academic session 2016-17 Bihar State Government has implemented 100% free education upto UG level for SC/ST/ & Girls Student.

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts :

Different types of Students' enrichment programmes such as special lecture by external experts, Group Discussions, Quizes, Debates, workshops and Departmental Seminars are organised on regular basis in the dept.

33. Teaching methods adopted to improve student learning :

- **Old methods as well new methods**
- **Chalk and talk and Slides and talk**
- **Dialogue method**
- **Projects: interview based and data based**
- **PowerPoint presentations by the teachers and students**
- **Group discussion**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities :

Many students are involved in ISR Activities through various societies, clubs and activities of the College like Eco Club, Cultural Society, NSS, NCC, Swachha Bharat Mission etc.

35. SWOC analysis of the department and Future plans :

Strength:

- Student-teacher relationship in our Department is very strong. The teachers often guide the students on various academic issues, future prospects and higher studies.
- Teachers have been engaged in post graduate teaching and supervision of Ph.D students; they also engage in the process of undergraduate curriculum development.
- Highly dedicated faculty.
- Excellent university results

Weakness:

- Shortage of Teachers.
- Unsatisfactory enrollment and presence of students.

Opportunity:

- Growing demand for Sanskrit teachers.
- Job Oriented courses in functional & applied Sanskrit can be started to make the department popular among students.

Future plans:

- We have plans to organize workshop/ seminars/ special lectures in collaboration with other colleges and institutes.
- Create a database of Alumni of the department and our need is more space for a computer center and departmental library to make them best students.
- We want to establish a media lab and a computer lab to train our students for a better career.
- Starting a Departmental journal
- Starting a career counseling cell for Sanskrit students
- Organizing a Students' Meet
- Organizing an international conference
- Organizing a text-based workshop

Evaluative Report of the Departments

1. Name of the department : **Prakrit & Pali**
2. Year of Establishment : **1945**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) :
(a) Undergraduate: B.A. (Hons.) Pali & Prakrit (Three Years)
(b) Postgraduate: M.A. (Pali & Prakrit) (Two Years)
4. Names of Interdisciplinary courses and the departments/units involved :

Name of course	Department (s)/unit (s) involved
B.A. (Hons.) Prakrit & Pali	Political Science, Philosophy, History, Sanskrit, Urdu & Persian, Economics, Geography, Hindi, English, Psychology

5. Annual/ semester/choice based credit system (programme wise) :
(a) Undergraduate: B.A. (H) Prakrit/Pali (Three Years) - Annual
(b) Postgraduate: M.A. (Prakrit/Pali) (Two Years)- Semester System
6. Participation of the department in the courses offered by other departments : **As subsidiary paper and second language paper in faculty of Humanities, Social Science, Science & Commerce.**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **Nil**
8. Details of courses/programmes discontinued (if any) with reasons : **No**
9. Number of Teaching posts :

	Sanctioned	Filled
Professor	---	---
Associate professor	---	02
Asst. professor	7	---

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. B.N. Chaudhary	M.A, Ph.D	Associate Professor	Prakrit Literature & Jain Philosophy	12 Yrs.	4 Ph.D Produced
Dr. D.N. Chaudhary	M.A, Ph.D	Associate Professor	Prakrit Literature	12 Yrs.	4 Ph.D Produced

11. List of senior visiting faculty :

1.	Mr. Ramdhani Ram – NET/JRF Research Scholar
2.	Mr. Ashok Kumar – NET/JRF Research Scholar

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : **10% Lectures delivered by Research Scholars**

1. **Mr. Ramdhani Ram – NET/JRF.**
2. **Mr. Ashok Kumar – NET/JRF.**

13. Student -Teacher Ratio (programme wise) : **25:01**

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : **Peon: 01**

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG. :

Faculty	Ph.D.	M.Phil.	M.A.
Permanent	2	---	---
Part time/ Visiting Faculty	---	---	2

16. Number of faculty with on going projects from

- a) National
- b) International funding agencies and grants received :

Name of the teacher	Nature of the Project	Duration	Title of the Project	Name of the funding agency	Total Grant	Total grant received till date	Equipment purchased for the project
Dr. B.N. Chaudhary							

Dr. D.N. Chaudhary							

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : **Nil**

Project	Project Investigator	Funding Agency	Grant (Rs.)

18. Research Centre /facility recognized by the University : **Nil**

19. Publications: :

- * Publication per faculty :
- * Number of papers published in peer reviewed journals (national / international) by faculty and students :
- * Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) :
- * Monographs :
- * Chapter in Books :
- * Books Edited :
- * Books with ISBN/ISSN numbers with details of publishers :
- * Citation Index :
- * SNIP :
- * SJR :
- * Impact factor :
- * h-index :

Publication Summary

Name of Faculty Member	Number of papers published in peer reviewed journals (national / international) by faculty and students	Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)	Monographs	Chapter in Books	Books edited	Books with ISBN/ISSN numbers with details of publishers	Citation index	SNIP	SJR	Impact Factor	h-index
Dr. B.N. Chaudhary	05	--	--	--	--	01	--	--	--	--	--
Dr. D.N. Chaudhary	02	--	--	--	--	--	--	--	--	--	--

Name of Faculty Members	Paper Publication			Book Published	Chapter in Book	Translation Work
	National	International	Regional			
Dr. B.N. Chaudhary	03	02	01	01	--	--
Dr. D.N. Chaudhary	--	--	02	--	--	--

20. Areas of consultancy and income generated : Nil

21. Faculty as members in

- a) National committees : None
- b) International Committees : None
- c) Editorial Boards. : None

Name of Faculty Member	National committees	International Committees	Editorial Boards.
Dr. B.N. Chaudhary	Sectional head of prakrit and Jainism for 49 th session of A I O C to be held at shree somnath Sanskrit University of Gujrat.		
Dr. D.N. Chaudhary			

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme : **100% of PG students do in-house projects as part of course of study.**
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies : **Nil**

23. Awards / Recognitions received by faculty and students :

Recognitions received by Teachers:

Name of Faculty Member	Award	Year
Dr. B.N. Chaudhary	Awarded for the best research paper in Prakrit and jainology by All India oriental Conference	
Dr. D.N. Chaudhary		

24. List of eminent academicians and scientists / visitors to the department :

25. Seminars/ Conferences/Workshops organized & the source of funding

- a) **National :**
- b) **International :**

Sl.No.	Year	Title of Seminars/Conference/ Workshop	Coverage level: Departmental/Local/Regional/National/International	Funding Agency	Organized by
01	2016	Green Technology in waste water management in Jain literature	Local	Internal Fund of Dept.	Dept. of Prakrit

26. Student profile programme/course wise :

Academic Year 2016-17

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			M	F	
B.A Part-I (Hons.)	07	05	04	01	100%
B.A Part-II (Hons.)	05	05	04	01	98%
B.A Part-III (Hons.)	03	03	01	02	100%
P.G. Sem. – I	05	03	02	01	98%
P.G. Sem. – II	02	02	01	01	98%
P.G. Sem. – III	03	03	02	01	97%
P.G. Sem. – IV	04	04	03	01	100%

*M = Male *F = Female

27. Diversity of Students (Average Data of Previous three Academic Years from 2016-17)

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad

B.A. (Pali/Prakrit Hons.) Part-I	98%	02 %	Nil
B.A. (Pali/Prakrit Hons.) Part-II	97%	03 %	Nil
B.A. (Pali/Prakrit Hons.) Part-III	98%	02 %	Nil
P.G. Sem. – I	98%	02 %	Nil
P.G. Sem. – II	97%	03 %	Nil
P.G. Sem. – III	98%	02 %	Nil
P.G. Sem. – IV	98%	02 %	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? :
Approximately 10-15% have cleared national and State competitive examinations, Exact Data is not Available.

29. Student progression

Student progression	Against % enrolled
UG to PG	15-20%
PG to M.Phil.	Data Not Available
PG to Ph.D.	Data Not Available
Ph.D. to Post-Doctoral	Data Not Available
Employed	
<ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	Data Not Available
Entrepreneurship/Self-employment	Data Not Available

30. Details of Infrastructural facilities

- a) Library** : Apart from College Central Library, Dept. of Pali/Prakrit has also got its Seminar Library in which Each year, Department of Pali/Prakrit adds new books/editions to enrich the library for the accessibility of the books to students.
- b) Internet facilities for Staff & Students** : The College campus is Wi-Fi enabled. The Staff and Students have free access to internet.
- c) Class rooms with ICT facility** : Five Smart Class Rooms are available in college & used by different departments on shared

basis.

d) Laboratories

: Language Lab. Available.

- 31.** Number of students receiving financial assistance from college, university, government or other agencies :
About 20% of total enrollments of UG & PG (SC/ST/BC-I, Minority & Girls Students) gets financial assistance from welfare Department of Bihar State Government prior to academic year 2016-17. From academic session 2016-17 Bihar State Government has implemented 100% free education upto UG level for SC/ST/ & Girls Student.
- 32.** Details on student enrichment programmes (special lectures / workshops /seminar) with external experts :
Different types of Students' enrichment programmes such as special lecture by external experts, Group Discussions, Quizes, Debates, workshops and Departmental Seminars are organised on regular basis in the dept.
- 33.** Teaching methods adopted to improve student learning :
 - **Old methods as well new methods**
 - **Chalk and talk and Slides and talk**
 - **Dialogue method**
 - **Projects: interview based and data based**
 - **Group discussion**
- 34.** Participation in Institutional Social Responsibility (ISR) and Extension activities :
Many students are involved in ISR Activities through various societies, clubs and activities of the College like Eco Club, Cultural Society, NSS, NCC, Swachha Bharat Mission etc.
- 35.** SWOC analysis of the department and Future plans :

Strength	Weakness
Well qualified faculty	Less number of students
Opportunity	Challenge
Promoting ancient languages among students	Lack of student interest in ancient languages

Evaluative Report of the Departments

1. Name of the department : **Department of Philosophy**
2. Year of Establishment : **1945**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) :
(a) Undergraduate: B.A. (Hons.) Philosophy (Three Years)
(b) Postgraduate: M.A. (Philosophy) (Two Years)
4. Names of Interdisciplinary courses and the departments/units involved :

Name of course	Department (s)/unit (s) involved
B.A. (Hons.) Philosophy	Political Science, History, Sanskrit, Pali/Prakrit, Urdu & Persian, Economics, Geography, Psychology, Hindi, English

5. Annual/ semester/choice based credit system (programme wise) :
(a) Undergraduate: B.A. (Hons.) Philosophy (Three Years) - Annual
(b) Postgraduate: M.A. (Philosophy) (Two Years)- Semester System
6. Participation of the department in the courses offered by other departments : **As subsidiary paper and second language paper in faculty of Humanities & Social Science.**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **N/A**
8. Details of courses/programmes discontinued (if any) with reasons : **No**
9. Number of Teaching posts:

	Sanctioned	Filled
Professor	---	01
Associate professor	---	02
Asst. professor	7	01

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Prakash Chandra Dubey	M.A, Ph.D	Professor	Social Philosophy	39 Yrs.	
Dr. Kismat Kumar Singh	M.A, Ph.D	Associate Professor	Aesthetics Buddhism	20 Yrs.	3 Ph.D Produced 1 Registered
Dr. (Smt.) Vandana Suman	M.A, Ph.D	Assistant Professor	Social Philosophy	13 Yrs.	1 Ph.D Produced 1 Registered
Dr. Kamlesh Sharma	M.A, Ph.D	Associate Professor	Dharm Pariksha	39 Yrs.	

11. List of senior visiting faculty :

1.	Prof. P.C Dubey
2.	Prof. Mahesh Singh

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : **25% Lectures delivered by visiting Faculty Members**

13. Student -Teacher Ratio (programme wise) : **35:01**

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : **Peon: 01**

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG. :

Faculty	Ph.D.	M.Phil.	M.A.
Permanent	4	---	---
Part time/ Visiting Faculty	2	---	---

16. Number of faculty with on going projects from

- National
- International funding agencies and grants received :

Name of the teacher	Nature of the Project	Duration	Title of the Project	Name of the funding agency	Total Grant	Total grant received till date	Equipment purchased for the project
Dr. Prakash Chandra Dubey							

Dr. Kismat Kumar Singh	MRP			UGC			
Dr. (Smt.) Vandana Suman							
Dr. Kamlesh Sharma							

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : **Nil**

18. Research Centre /facility recognized by the University : **Nil**

19. Publications: :

- * Publication per faculty :
- * Number of papers published in peer reviewed journals (national / international) by faculty and students :
- * Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) :
- * Monographs :
- * Chapter in Books :
- * Books Edited :
- * Books with ISBN/ISSN numbers with details of publishers :
- * Citation Index :
- * SNIP :
- * SJR :
- * Impact factor :
- * h-index :

Publication Summary

Name of Faculty Member	Number of papers published in peer reviewed journals (national / international) by faculty and students	Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)	Monographs	Chapter in Books	Books edited	Books with ISBN/ISSN numbers with details of publishers	Citation index	SNIP	SJR	Impact Factor	h-index
Dr. Prakash Chandra Dubey											
Dr. Kismat Kumar Singh	19			04	03						
Dr. (Smt.) Vandana Suman	06			02							
Dr. Kamlesh Sharma	05			03							

20. Areas of consultancy and income generated : Nil

21. Faculty as members in

- a) National committees : None
- b) International Committees : None
- c) Editorial Boards. : Edditorial Board of College Magazine "Abhiyan"

Name of Faculty Member	National Committees	International Committees	Editorial Boards.
Dr. Prakash Chandra Dubey			
Dr. Kismat Kumar Singh			College Magazine "Abhiyan"
Dr. (Smt.) Vandana Suman			
Dr. Kamlesh Sharma			

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme : **All PG Students do in-house projects.**
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies : **Nil**

23. Awards / Recognitions received by faculty and students :

Recognitions received by Teachers:

24. List of eminent academicians and scientists / visitors to the department :

25. Seminars/ Conferences/Workshops organized & the source of funding

- a) **National : N/A**
- b) **International : N/A**

26. Student profile programme/course wise :

Academic Year 2016-17

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			M	F	
B.A Part-I (Hons.)	34	34	30	14	98%
B.A Part-II (Hons.)	40	40	32	08	99%
B.A Part-III (Hons.)	13	13	10	03	98%
P.G. Sem. – I	06	06	03	03	98%
P.G. Sem. – II	12	12	07	05	97%
P.G. Sem. – III	15	15	10	5	98%
P.G. Sem. – IV	09	09	09	0	99%

*M = Male *F = Female

27. Diversity of Students (Average Data of Previous three Academic Years from 2016-17)

Name of the Course	% of students from the same states	% of students from other states	% of students from abroad
B.A. (Philosophy Hons.) Part-I	98%	02 %	Nil
B.A. (Philosophy Hons.) Part-II	97%	03 %	Nil
B.A. (Philosophy Hons.) Part-III	98%	02 %	Nil
P.G. Sem. – I	98%	02 %	Nil
P.G. Sem. – II	97%	03 %	Nil
P.G. Sem. – III	98%	02 %	Nil
P.G. Sem. – IV	98%	02 %	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? :
Approximately 10-15% have cleared national and State competitive

examinations, Exact Data is not Available.

29. Student progression

Student progression	Against % enrolled
UG to PG	18-60%
PG to M.Phil.	Data Not Available
PG to Ph.D.	02%
Ph.D. to Post-Doctoral	Data Not Available
Employed	
<ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	Data Not Available
Entrepreneurship/Self-employment	Data Not Available

30. Details of Infrastructural facilities

- a) **Library** : **Apart from College Central Library, Dept. of Philosophy has also got its' Seminar Library in which Each year, Department of Philosophy adds new books/editions to enrich the library for the accessibility of the books to students.**
- b) **Internet facilities for Staff & Students** : **The College campus is Wi-Fi enabled. The Staff and Students have free access to internet.**
- c) **Class rooms with ICT facility** : **Five Smart Class Rooms are available in college & used by different departments on shared basis.**
- d) **Laboratories** : **Language Lab. Available.**

31. Number of students receiving financial assistance from college, university, government or other agencies :

About 20% of total enrollments of UG & PG (SC/ST/BC-I, Minority & Girls Students) gets financial assistance from welfare Department of Bihar State Government prior to academic year 2016-17. From academic session 2016-17 Bihar State Government has implemented 100% free education upto UG level for SC/ST/ & Girls Student.

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts :

Different types of Students' enrichment programmes such as special lecture by external experts, Group Discussions, Quizes, Debates, workshops and Departmental Seminars are organised on regular basis in the dept.

33. Teaching methods adopted to improve student learning :

- **Classroom interaction for better understanding of the concepts and problem solving.**
- **Use of projectors for teaching theory and practical problems and for students to deliver presentations as part of their curriculum.**
- **Students are given projects of topics concerning the subject so as to increase their understanding of subject.**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities :

Workshop on "Applied Ethics", a crucial branch of Philosophy, sensitize our students to issues of gender, class, caste and religion. The students of Philosophy actively participate in any seminar/ lecture/ workshop on patriarchy, prenatal sex-determination tests, female foeticide, substance-abuse, and so on.

A large number of our students participate in the National Cadets Corps and National Service Scheme. Prominent positions within NSS are occupied by students from the department of Philosophy.

35. SWOC analysis of the department and Future plans :

Strength:

- Experienced and motivated faculties deeply engaged in developing philosophical attitude among students.
- Excellent university results.
- Department has been Established several years back so its has got good collection of book.

Weakness:

We must address the needs of the visually challenged students, as well as those of Hindi-medium students. For the former, Braille resources are required, and for the latter, though teaching is bilingual in our Department, translations of primary texts are needed.

The Department wishes to strengthen its postgraduate tutorial programme. As of now, we cannot do justice to them because of heavy workloads.

- Irregular Attendance of students
- Shortage of teachers

Opportunities:

- Research, employment in various NGOs, social work, law, media, Civil Services and teaching are only some of the different lines along which students plan their careers after graduation.
- The good performance of the students in the final year might draw attention of the bright students for taking philosophy as Honours subject in future.

Challenges:

Since Philosophy is seldom taught in schools, special efforts have to be made by the teachers to arouse in the students a love and passion for the discipline. Teaching is a live performance, everyday throws up its own challenges and anxieties. Our students come from varied cultural and class backgrounds—it is a singular challenge to rise above a chalk-and-talk approach and engage them in ways that dissolves their scepticism and generate in them an interest in the subject.

Finding a good numbers of academically bright students genuinely interested to take philosophy as Honours paper. Exposure of students to English language as a medium of instruction is big challenges.

Future Plans:

- To conduct one day seminar in 'World Philosophy Day' inviting eminent experts in Philosophy.
- To seek fund from UGC (NERO) for organizing seminars in future.
- To start add on courses in Professional Ethics and Organizational Values (Diploma Course) in future.
- To organize student exchange programme with University student for academic enrichment of students.

Evaluative Report of the Departments

1. Name of the department : **Department of Economics**
2. Year of Establishment : **1945**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) :
(a) Undergraduate: B.A. (Hons.) Economics (Three Years)
(b) Postgraduate: M.A. (Economics) (Two Years)
4. Names of Interdisciplinary courses and the departments/units involved :

Name of course	Department (s)/unit (s) involved
B.A. (Hons.) Economics	Political Science, Philosophy, History, Sanskrit/Prakrit, Urdu & Persian, Hindi, English, Geography, Psychology

5. Annual/ semester/choice based credit system (programme wise) :
(a) Undergraduate: B.A. (Hons.) Economics (Three Years) - Annual
(b) Postgraduate: M.A. (Economics) (Two Years)- Semester System
6. Participation of the department in the courses offered by other departments : **As subsidiary paper in faculty of Humanities, Social Science, Science & Commerce.**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **Nil**
8. Details of courses/programmes discontinued (if any) with reasons : **No**
9. Number of Teaching posts :

	Sanctioned	Filled
Professor	---	02
Associate professor	---	02
Asst. professor	9	---

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Mukti Nath Singh	M.A, Ph.D	Professor	Mathematical Economics	38 Yrs.	4 Ph.D Produced
Sri Naresh Prasad Singh	M.A	Professor	Economic Growth & Planning	37 Yrs.	1 Ph.D Produced 3 Registered
Dr. Sabnam Pravin	M.A, Ph.D	Associate Professor	Economic Growth & Planning	14 Yrs.	
Sri Narendra Kumar Singh	M.A, Ph.D	Associate Professor	Economic Growth & Planning	38 Yrs.	

11. List of senior visiting faculty :

1.	Dr. Dienshwar Kumar Singh (Rtd. Prof. PG Dept. of Eco.) VKSU, Ara
2.	Dr. Neeraj Kumar Verma (Prof. of Economics) VKSU, Ara
3.	Dr. Baijnath Singh (Prof. Of Economics) VKSU, Ara

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : **40% Lectures delivered by Visiting Faculty Members**

13. Student -Teacher Ratio (programme wise) : **105:01**

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : **Peon: 01**

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG. :

Faculty	Ph.D.	M.Phil.	M.A.
Permanent	3	---	1
Part time/ Visiting Faculty	3		

16. Number of faculty with on going projects from

a) National : N/A

b) International funding agencies and grants received : N/A

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : **Nil**

18. Research Centre /facility recognized by the University : Nil

19. Publications: :

- * Publication per faculty :
- * Number of papers published in peer reviewed journals (national / international) by faculty and students :
- * Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) :
- * Monographs :
- * Chapter in Books :
- * Books Edited :
- * Books with ISBN/ISSN numbers with details of publishers :
- * Citation Index :
- * SNIP :
- * SJR :
- * Impact factor :
- * h-index :

Publication Summary

Name of Faculty Member	Number of papers published in peer reviewed journals (national / international) by faculty and students	Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)	Monographs	Chapter in Books	Books edited	Books with ISBN/ISSN numbers with details of publishers	Citation index	SNIP	SJR	Impact Factor	h-index

Dr. Mukti Nath Singh	04									
Sri Naresh Prasad Singh	02									
Dr. Sabnam Pravin	01									
Sri Narendra Kumar Singh	02									

Name of Faculty Members	Paper Publication			Book Published	Chapter in Book	Translation Work
	National	International	Regional			
Dr. Mukti Nath Singh	04		02	01		
Sri Naresh Prasad Singh	02		02			
Dr. Sabnam Pravin	01					
Sri Narendra Kumar Singh	01		01			

20. Areas of consultancy and income generated : Nil

21. Faculty as members in

- a) National committees : **None**
- b) International Committees : **None**
- c) Editorial Boards. : **None**

Name of Faculty Member	National committees	International Committees	Editorial Boards.
Dr. Mukti Nath Singh			College Magazine “Abhiyan”
Sri Naresh Prasad Singh			College Magazine “Abhiyan”
Dr. Sabnam Pravin			
Sri Narendra Kumar Singh			College Magazine “Abhiyan”

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme : **All PG Students do in-house projects.**
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies : **Nil**

23. Awards / Recognitions received by faculty and students : N/A

24. List of eminent academicians and scientists / visitors to the department :

1.	Dr. Dienshwar Kumar Singh (Rtd. Prof. PG Dept. of Eco.) VKSU, Ara
2.	Dr. Neeraj Kumar Verma (Prof. of Economics) VKSU, Ara
3.	Dr. Baijnath Singh (Prof. Of Economics) VKSU, Ara

25. Seminars/ Conferences/Workshops organized & the source of funding

- a) **National : N/A**
- b) **International : N/A**

26. Student profile programme/course wise :

Average students profile of last three Academic Years (2014-15, 2015-16 & 2016-17)

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			M	F	
B.A. (Eco. Hons.) Part- I	400	65	45	20	98%
B.A. (Eco. Hons.) Part- II	64	64	50	14	98%
B.A. (Eco. Hons.) Part- III	60	60	49	11	98%
P.G Sem. - I	300	62	48	14	98%
P.G Sem. - II	60	60	45	15	96%
P.G Sem. - III	58	58	42	16	97%
P.G. Sem. – IV	55	55	40	15	98%

*M = Male *F = Female

27. Diversity of Students (Average Data of Previous three Academic Years from 2016-17)

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
B.A. (Economics Hons.) Part-I	98%	02 %	Nil
B.A. (Economics Hons.) Part-II	97%	03 %	Nil
B.A. (Economics Hons.) Part-III	98%	02 %	Nil
P.G. Sem. – I	98%	02 %	Nil
P.G. Sem. – II	97%	03 %	Nil
P.G. Sem. – III	98%	02 %	Nil
P.G. Sem. – IV	98%	02 %	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? :
Approximately 10-15% have cleared national and State competitive examinations, Exact Data is not Available.

29. Student progression

Student progression	Against % enrolled
UG to PG	45-50%
PG to M.Phil.	Data Not Available
PG to Ph.D.	Data Not Available
Ph.D. to Post-Doctoral	Data Not Available
Employed	
<ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	Data Not Available
Entrepreneurship/Self-employment	Data Not Available

30. Details of Infrastructural facilities

a) Library

: Apart from College Central Library, Dept. of Economics has also got its Seminar Library in which Each year, Department of Economics adds new books/editions to enrich the library for the accessibility of the

- b) Internet facilities for Staff & Students : **books to students.**
: **The College campus is Wi-Fi enabled. The Staff and Students have free access to internet.**
- c) Class rooms with ICT facility : **One Smart Class Rooms is available in Dept. of Economics.**
- d) Laboratories : **Commerce Lab is available to provide hands on experience to the students commerce & Economics.**
31. Number of students receiving financial assistance from college, university, government or other agencies :
About 20% of total enrollments of UG & PG (SC/ST/BC-I, Minority & Girls Students) gets financial assistance from welfare Department of Bihar State Government prior to academic year 2016-17. From academic session 2016-17 Bihar State Government has implemented 100% free education upto UG level for SC/ST/ & Girls Student.
32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts :
Different types of Students' enrichment programmes such as special lecture by external experts, Group Discussions, Quizes, Debates, workshops and Departmental Seminars are organised on regular basis in the dept.
33. Teaching methods adopted to improve student learning :
- **Some teachers of the department use extensive power point presentations to attract the students' attention and also economic on time.**
 - **Students are also provided suggestive question sets to familiarise with the nature of questions they have to face in the examinations.**
 - **Special attention is given to weaker students and students from disadvantaged backgrounds. This involves – (i) taking extra classes beyond the time table, (ii) Helping them to comprehend the readings, (iii) Teaching in Hindi, (iv) Helping students to improve their English grammar, vocabulary and expression.**
 - **The Department has built up over the years an excellent collection of books in the library, much beyond the narrow curricular needs of the students and they are encouraged to make use of this facility. We have one of the best collections of a wide range of economics books amongst the colleges of Veer Kunwar Singh University.**

- **Interested students are thus encouraged and guided to read beyond their syllabi and curricula and are often suggested books and journal articles to develop and sustain their interest.**
 - **Teachers also guide students about their future studies and recommend them for admissions and scholarships to various foreign and Indian universities. Similarly teachers guide and recommend students for internships and summer programmes also.**
- 34. Participation in Institutional Social Responsibility (ISR) and Extension activities :**
Many students are involved in ISR Activities through various societies, clubs and activities of the College like Eco Club, Cultural Society, NSS, NCC, Sports Club & Swachha Bharat Mission etc.
- 35. SWOC analysis of the department and Future plans :**

Strengths:

- The Department of Economics of H D Jain College, Ara is one of the most old and prestigious departments not only in Veer Kunwar Singh University but in whole State Bihar.
- Since long it has got a tradition of having vibrant faculty members, quality students, classroom infrastructure, good collection of books and its career-oriented curriculum and academically competitive environment.
- The faculty members are easily accessible and maintain a flexible and cordial balance between co-curricular and extracurricular activities in the interest of students. They are actively involved in research and guidance and keep themselves and students academically updated.

Weakness:

- Finds difficulty in completing syllabus on time owing to the shortage of permanent teaching faculty members.
- Not enough space for proper tutorials across different courses.
- Lack of space and time does not allow proper remedial classes for weak students.
- Individual attention and mentoring of students have become difficult owing to burgeoning number of students.
- Department library needs to be developed into a space where all relevant research materials as well as prescribed textbooks can be brought together for the use of teachers as well as students of the Department.

Opportunities:

- To spearhead cutting edge teaching and research areas in line with premier global institutions.

- The wide range of academic interests and specializations among the faculty members can provide diverse pedagogical tools to students. The involvement of the entire department in various activities of the college has added value to the extension activities and the corporate life of the institution.
- Choice Based Credit System (CBCS) can be implemented in course curriculum, which facilitate to teach courses involving application of knowledge for solving problems in real-life situations. They would also provide the Department an opportunity, through its Generic Elective (GE) courses, to expose students from other disciplines to the frontier of economic science.
- Several Ad-on courses in applied Economics can be started.

Challenges:

- Size of the classrooms with respect to the number of students that have to be accommodated.
- Insufficient space to carry out research activities makes it a challenge to combine teaching and research simultaneously.
- Catering to the diversity of students with regard to medium of teaching is also sometimes a challenge, which the Department tries its best to overcome.
- Unless university teaching offers incentives for research and stability in jobs, talented students will not be attracted to the profession. In an atmosphere of job uncertainty and poor infrastructure, we are already losing and will continue to lose the talented minds in the subject from coming to undergraduate teaching or even teaching at postgraduate level in public universities. This problem is not unique to our college and the solution can only be found at the level of the university to begin with and beyond that at the level of educational planning and funding in our country.

Future plans:

- To create a Research Center with collaboration with other disciplines and institutions.
- We have plans to organize workshop, seminars and special lectures in collaboration with other colleges and institutes on current issues.
- Create a database of Alumni of the department.
- To acquire statistical and econometric software packages for students' training;
- Enhancement of Department library; and
- Focus on educational trips and tours to gain practical knowledge of the subject.

Evaluative Report of the Departments

1. Name of the department : **Department of Political Science**
2. Year of Establishment : **1945**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) :
(a) Undergraduate: B.A. (Hons.) Political Science (Three Years)
(b) Postgraduate: M.A. (Political Science) (Two Years)
4. Names of Interdisciplinary courses and the departments/units involved :

Name of course	Department (s)/unit (s) involved
B.A. (Hons.) Political Science	English, Hindi, Philosophy, History, Sanskrit/Prakrit, Urdu & Persian, Economics, Geography, Psychology

5. Annual/ semester/choice based credit system (programme wise) :
(a) Undergraduate: B.A. (Hons.) Political Science (Three Years) - Annual
(b) Postgraduate: M.A. (Political Science) (Two Years)- Semester System
6. Participation of the department in the courses offered by other departments : **As subsidiary paper in faculty of Humanities, Social Science, Science & Commerce.**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **Nil**
8. Details of courses/programmes discontinued (if any) with reasons : **No**
9. Number of Teaching posts :

	Sanctioned	Filled
Professor	---	03
Associate professor	---	---
Asst. professor	08	---

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Anil Kumar Singh	M.A, Ph.D	Professor	Indian Administration	31 Yrs.	05 Ph.D procured
Dr. Anant Shukla	M.A, Ph.D	Professor	Political Sociology	20 Yrs.	04 Ph.D procured
Dr. Kundan Kumar Singh	M.A, Ph.D	Professor	International Affairs	20 Yrs.	09 Ph.D procured 04 Ph.D Registered

11. List of senior visiting faculty :

1.	Prof. Jay Nandan Singh P.G. HoD (Dept. of Pol. Sci.) Magadh Univ. Gaya
2.	Prof. A K Singh P.G. Dept. (Dept. of Pol. Sci.) Patna University
3.	Prof. R P Pathak (Dept. of Pol. Sci.) Ex-HoD. B H U, Varanasi
4.	Prof. P K Upadhyya (Dept. of Pol. Sci.) Ex-HoD. B H U, Varanasi

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : **40% Lectures delivered by visiting Faculty Members**

13. Student -Teacher Ratio (programme wise) : **142:01**

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : **Peon: 01**

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG. :

Faculty	Ph.D.	M.Phil.	M.A.
Permanent	03	---	---
Part time/ Visiting Faculty	01		

16. Number of faculty with on going projects from

a) National

b) International funding agencies and grants received :

Name of the teacher	Nature of the Project	Duration	Title of the Project	Name of the funding agency	Total Grant	Total grant received till date	Equipment purchased for the project
Dr. Anil Kumar Singh							

Dr. Anant Shukla	1						
Dr. Kundan Kumar Singh							

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : **Nil**

18. Research Centre /facility recognized by the University : **Nil**

19. Publications: :

- * Publication per faculty :
- * Number of papers published in peer reviewed journals (national / international) by faculty and students :
- * Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) :
- * Monographs :
- * Chapter in Books :
- * Books Edited :
- * Books with ISBN/ISSN numbers with details of publishers :
- * Citation Index :
- * SNIP :
- * SJR :
- * Impact factor :
- * h-index :

Publication Summary

Name of Faculty Member	Number of papers published in peer reviewed journals (national / international) by faculty and students	Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)	Monographs	Chapter in Books	Books edited	Books with ISBN/ISSN numbers with details of publishers	Citation index	SNIP	SJR	Impact Factor	h-index
Dr. Anil Kumar Singh	12	--	--	--	--	01	--	--	--	--	--
Dr. Anant Shukla	05	--	--	--	--	--	--	--	--	--	--
Dr. Kundan Kumar Singh	09	--	--	--	01	01	--	--	--	--	--

Name of Faculty Members	Paper Publication			Book Published	Chapter in Book	Translation Work
	National	International	Regional			
Dr. Anil Kumar Singh	12	--	--	01	--	--
Dr. Anant Shukla	05	--	--	--	--	--
Dr. Kundan Kumar Singh	09	--	--	01	--	--

20. Areas of consultancy and income generated : Nil

21. Faculty as members in

- a) National committees : None
- b) International Committees : None
- c) Editorial Boards. : None

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme : All students of PG do in-house project as part of course Curriculum.

- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies : Nil

23. Awards / Recognitions received by faculty and students :

Recognitions received by Teachers:N/A

24. List of eminent academicians and scientists / visitors to the department :

1.	Prof. Jay Nandan Singh P.G. HoD (Dept. of Pol. Sci.) M.U. Bodh-Gaya.
2.	Prof. A K Singh P.G. Dept. (Dept. of Pol. Sci.) Patna University, Patna.
3.	Prof. R P Pathak (Dept. of Pol. Sci.) Ex-HoD. B H U, Varanasi.
4.	Prof. P K Upadhyya (Dept. of Pol. Sci.) Ex-HoD. B H U, Varanasi.

25. Seminars/ Conferences/Workshops organized & the source of funding

a) National :

b) International :

Sl.No.	Year	Title of Seminars/Conference/ Workshop	Coverage level: Departmental/Local/Regional/National/International	Funding Agency	Organized by
	2006	International Conference on the Role of Women in Society			

26. Student profile programme/course wise : Average students profile of last three Academic Years (2014-15, 2015-16 & 2016-17)

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			M	F	
B.A Part-I (Hons.)	400	128	98	30	98%
B.A Part-II (Hons.)	109	109	88	21	98%
B.A Part-III (Hons.)	100	100	70	30	98%

P.G. Sem. – I	300	62	49	13	98%
P.G. Sem. – II	64	64	46	18	96%
P.G. Sem. – III	62	62	45	17	97%
P.G. Sem. – IV	58	58	48	10	100%

*M = Male *F = Female

27. Diversity of Students (Average Data of Previous three Academic Years from 2016-17)

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
B.A. (Pol. Sci. Hons.) Part-I	98%	02 %	Nil
B.A. (Pol. Sci Hons.) Part-II	97%	03 %	Nil
B.A. (Pol. Sci Hons.) Part-III	98%	02 %	Nil
P.G. Sem. – I	98%	02 %	Nil
P.G. Sem. – II	97%	03 %	Nil
P.G. Sem. – III	98%	02 %	Nil
P.G. Sem. – IV	98%	02 %	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? :
Approximately 10-15% have cleared national and State competitive examinations, Exact Data is not Available.

29. Student progression

Student progression	Against % enrolled
UG to PG	30-45%
PG to M.Phil.	Data Not Available
PG to Ph.D.	Data Not Available
Ph.D. to Post-Doctoral	Data Not Available
Employed	Data Not Available
<ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	
Entrepreneurship/Self-employment	Data Not Available

30. Details of Infrastructural facilities

- a) Library : Apart from College Central Library, Dept. of Political Science has also got its' Seminar Library in which Each year, Department of Political Science adds new books/editions to enrich the library for the accessibility of the books to students.
- b) Internet facilities for Staff & Students : The College campus is Wi-Fi enabled. The Staff and Students have free access to internet.
- c) Class rooms with ICT facility : One Smart Class Rooms Exclusively dedicated for Department of Political Science.
- d) Laboratories : N/A
31. Number of students receiving financial assistance from college, university, government or other agencies :
About 20% of total enrollments of UG & PG (SC/ST/BC-I, Minority & Girls Students) gets financial assistance from welfare Department of Bihar State Government prior to academic year 2016-17. From academic session 2016-17 Bihar State Government has implemented 100% free education upto UG level for SC/ST/ & Girls Student.
32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts :
Different types of Students' enrichment programmes such as special lecture by external experts, Group Discussions, Quizzes, Debates, workshops and Departmental Seminars are organised on regular basis in the dept.
33. Teaching methods adopted to improve student learning :
- Lectures
 - Tutorials
 - Interactive classes
 - Group discussions
 - Debates
 - Seminars
 - Workshops
 - Projects
 - Extempore speeches on themes of contemporary relevance
34. Participation in Institutional Social Responsibility (ISR) and Extension activities :
Many students are involved in ISR Activities through various societies, clubs and

activities of the College like Eco Club, Cultural Society, NSS, NCC, Swachha Bharat Mission etc.

35. SWOC analysis of the department and Future plans :

Strength-

- Well qualified faculty; consensual decision making in the department; University rank holders among our students; good student– teacher relationship; 100 per cent of permanent faculty members are Ph.D holders.
- Teaching and learning blended with the current affairs
- Co-curricular activities amalgamated with the course curriculum.

Weakness

- Unfilled faculty positions; Less opportunities of campus placement for students of political science.
- Lack of availability of latest technologies
- Lack of funds for facilities
- Lack of research activities

Opportunities

- Workshops and internships for the student may be organised
- Strategic alliances and partnerships with industry, NGOs etc can be established
- Diversification of sources of revenue through better exploitation of consultancy

Challenges

- To Compete with Private, Colleges/ Universities with better infrastructure and smart classrooms
- To Compete with limited resources in Competition and the marked increase in the number of educational institutions
- Fluidity and flexibility in the education system

Future plans

- Holding more seminars and workshops on contemporary and relevant issues
- Collaborating with institutions that can provide internships to our students
- To adopt new method of teaching to arrange tours
- To carry out textbook assignment and debate
- To Establish Research centre in collaboration with Institutions/Research Centers of High Repute
- To Start Vocational Courses in applied Political Scienc

Evaluative Report of the Departments

1. Name of the department : **Department of History**
2. Year of Establishment : **1945**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) :
(a) Undergraduate: B.A. (Hons.) History (Three Years)
(b) Postgraduate: M.A. (History) (Two Years)
4. Names of Interdisciplinary courses and the departments/units involved :

Name of course	Department (s)/unit (s) involved
B.A. (Hons.) History	Political Science, Philosophy, Hindi, English, Sanskrit/Prakrit, Urdu & Persian, Economics, Geography, Psychology.

5. Annual/ semester/choice based credit system (programme wise) :
(a) Undergraduate: B.A. (Hons.) History (Three Years) - Annual
(b) Postgraduate: M.A. (History) (Two Years)- Semester System
6. Participation of the department in the courses offered by other departments : **As subsidiary paper in faculty of Humanities, Social Science, Science.**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **Nil**
8. Details of courses/programmes discontinued (if any) with reasons : **No**
9. Number of Teaching posts :

	Sanctioned	Filled
Professor	---	---
Associate professor	---	01
Asst. professor	03	---

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Reeta Singh	M.A, Ph.D	Associate Professor	Medieval History	36 Yrs.	08 Ph.D Produced

11. List of senior visiting faculty :

1.	Dr. Manoj Kumar Dwivedi (Dept. of History)
2.	Dr Shashi Kumar Singh (Dept. of History)
3.	Sri Arun Kumar Singh (Dept. of History)

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : **66% Lectures delivered by Visiting Faculty Members**

13. Student -Teacher Ratio (programme wise) : **150:01**

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : **Peon: 01**

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG. :

Faculty	Ph.D.	M.Phil.	M.A.
Permanent	01	---	---
Part time/ Visiting Faculty	02	---	01

16. Number of faculty with on going projects from

- a) National : N/A **NIL**
 b) International funding agencies and grants received : N/A

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : **Nil**

18. Research Centre /facility recognized by the University : **YES (Teachers are permitted to conduct research work as guide)**

19. Publications: :

- * Publication per faculty : **08+10+44+05**
- * Number of papers published in peer reviewed journals (national / international) by faculty and students :
- * Number of publications listed in International Database (For Eg: Web of Science,

Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) :

- * Monographs : **NIL**
- * Chapter in Books : **NIL**
- * Books Edited : **Jain Dharam ka Mugal Kalin Prabhav**
- * Books with ISBN/ISSN numbers with details of publishers : **01+02 (Under Process)**
- * Citation Index :
- * SNIP :
- * SJR :
- * Impact factor :
- * h-index :

Publication Summary

Name of Faculty Member	Number of papers published in peer reviewed journals (national / international) by faculty and students	Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)	Monographs	Chapter in Books	Books edited	Books with ISBN/ISSN numbers with details of publishers	Citation index	SNIP	SJR	Impact Factor	h-index
Dr. Reeta Singh						01					
Dr. Manoj Kr. Dwevedi											
Dr. Shashi Kr. Singh					04						
Sri Arun Kr. Singh											

Name of Faculty Members	Paper Publication			Book Published	Chapter in Book	Translation Work
	National	International	Regional			
Dr. Reeta Singh	08		08	01+02 (Under Process)		
Dr. Manoj Kr. Dwevedi	05		05			
Dr. Sashi Kr. Singh	20			04		
Sri Arun Kr. Singh			05			

20. Areas of consultancy and income generated : Nil

21. Faculty as members in

- a) National committees : **Yes (Member Hindi Advisory Board Ministry of Law & Justice Govt. of India, Delhi)**
- b) International Committees : **None**
- c) Editorial Boards. : **Two**

Name of Faculty Member	National committees	International Committees	Editorial Boards.
Dr. Reeta Singh	--	--	--
Dr. Manoj Kr. Dwevedi	--	--	01
Dr. Sashi Kr. Singh	01	--	01
Sri Arun Kr. Singh	--	--	--

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme : **All students of PG do in-house project as part of course Curriculum.**
- b) Percentage of students placed for projects in organizations outside the institution

i.e.in Research laboratories/Industry/other agencies : Nil

23. Awards / Recognitions received by faculty and students :

Recognitions received by Teachers:

Name of Faculty Member	Award	Year
Dr. Reeta Singh		
Dr. Sashi Kr. Singh	Veer Kunwar Singh Shisha Samanya	2004

Awards received by students:

(a) Fellowship/Award: Nil

(b) Position Holders—Students

24. List of eminent academicians and scientists / visitors to the department :

1.	Prof. Yogendra Singh (Dept. of History) M.G Kashi V. Varanasi
2.	Prof. S N Arya (Dept. of History) B.D. College Patna
3.	Prof. Arbind Kumar (Dept. of History) A N College, Patna
4.	Dr. I C Kumar (Ex-VC.) V K S University, Ara

25. Seminars/ Conferences/Workshops organized & the source of funding

a) National : N/A

b) International : N/A

26. Student profile programme/course wise : Average students profile of last three Academic Years (2014-15, 2015-16 & 2016-17)

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			M	F	
B.A Part-I (Hons.)	1100	128	100	28	98%
B.A Part-II (Hons.)	125	125	90	35	98%
B.A Part-III (Hons.)	120	120	92	28	98%
P.G. Sem. – I	500	128	108	20	98%
P.G. Sem. – II	120	120	108	20	96%
P.G. Sem. – III	110	110	108	20	97%

P.G. Sem. – IV	100	100	108	20	98%
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*M = Male *F = Female

27. Diversity of Students (Average Data of Previous three Academic Years from 2016-17)

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
B.A. (History Hons.) Part-I	98%	02 %	Nil
B.A. (History Hons.) Part-II	97%	03 %	Nil
B.A. (History Hons.) Part-III	98%	02 %	Nil
P.G. Sem. – I	98%	02 %	Nil
P.G. Sem. – II	97%	03 %	Nil
P.G. Sem. – III	98%	02 %	Nil
P.G. Sem. – IV	98%	02 %	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? :
Approximately 20-35% have cleared national and State competitive examinations, Exact Data is not Available.

29. Student progression

Student progression	Against % enrolled
UG to PG	30-45%
PG to M.Phil.	Data Not Available
PG to Ph.D.	Data Not Available
Ph.D. to Post-Doctoral	Data Not Available
Employed	
<ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	Data Not Available
Entrepreneurship/Self-employment	Data Not Available

30. Details of Infrastructural facilities

a) Library

: Apart from College Central Library, Dept. of History has also got its Seminar Library in which Each year, Department of History adds

- new books/editions to enrich the library for the accessibility of the books to students.
- b) Internet facilities for Staff & Students : The College campus is Wi-Fi enabled. The Staff and Students have free access to internet.
- c) Class rooms with ICT facility : One Smart Class Rooms is available Exclusively for Dept. of History used by different departments on shared basis.
- d) Laboratories : N/A
31. Number of students receiving financial assistance from college, university, government or other agencies :
About 20% of total enrollments of UG & PG (SC/ST/BC-I, Minority & Girls Students) gets financial assistance from welfare Department of Bihar State Government prior to academic year 2016-17. From academic session 2016-17 Bihar State Government has implemented 100% free education upto UG level for SC/ST/ & Girls Student.
32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts :
Different types of Students' enrichment programmes such as special lecture by external experts, Group Discussions, Quizzes, Debates, workshops and Departmental Seminars are organised on regular basis in the dept.
33. Teaching methods adopted to improve student learning :
- Through participatory teaching and learning, students are oriented towards special skills in spoken and written articulations.
 - Students are given opportunities to hone their skills through presentations, group discussions, interactive sessions, quizzes and carry-home assignments etc.
 - Problem-solving discussions are held through interactive sessions.
 - Special workshops are given on how to read social science texts and on writing methods.
 - To develop summarising and sythesising skills students are given take-home tests with special guidelines.
 - To develop research skill, students are encourage to do synoptical (comparative) reading.
 - Students are asked to undergo a self- evaluation of their own participation in lecture and tutorial classes.
 - At the end of course, students are asked to evaluate teaching methods and

quality of teaching.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities :
Many students are involved in ISR Activities through various societies, clubs and activities of the College like Eco Club, Cultural Society, NSS, NCC, Swachha Bharat Mission etc.

35. SWOC analysis of the department and Future plans :

Strengths

- Well-read faculty with diverse research interests, actively involved in publishing and curriculum development.
- The faculty of the Department specializes in areas that are chronologically staggered and thematically diverse. This allows paper-wise coverage of the entire programme by teachers, allowing the students to have a holistic perspective of issues.
- The socio-cultural and economic profile of the students in the Department is diverse and heterogeneous, thus contributing to a sense of inclusive learning process.
- Process-centric pedagogy, with a focus on change, equips a history student with analytical tools to better understand and cope with the fast changing times that we are living in. This is evident in the range of career opportunities that our students tap—from civil services to films and theatre.
- A number of faculty members are actively engaged in syllabus-making at the university level.
- History students enjoy access to a rich collection of books in the Departmental library. This collection is customized to the curricular requirements of the students. This also helps significantly reduce the time spent by students in searching/waiting for the required study material.

Weaknesses

- Acute Shortage of permanent teaching faculty members.
- Quantitative techniques and statistical approach to studying problems are somewhat deficient in the undergraduate syllabus for history. At times this inadequacy becomes a barrier for the students.
- Bilingual teaching is not a feature of the Department formally. Hindi reading resources for students are not easily available.
- There is no facility for Braille reading software like JOSH for PWD students.

Opportunities

- The trans-disciplinary approach followed in the Department can be leveraged in history students of the College for tapping several career opportunities.
- Sophisticated language, analytical power and soft skills endemic to history students can be channeled better in exploring existing aspects of employability. It can be a good launching pad for startup careers and entrepreneurships.
- Locational advantage of the Department, in terms of its proximity to several centres of excellence and learning, can be better utilized by devising ways for continued interaction amongst students of different colleges.
- With the girls' hostel fast coming up on campus, it is likely that the Department will

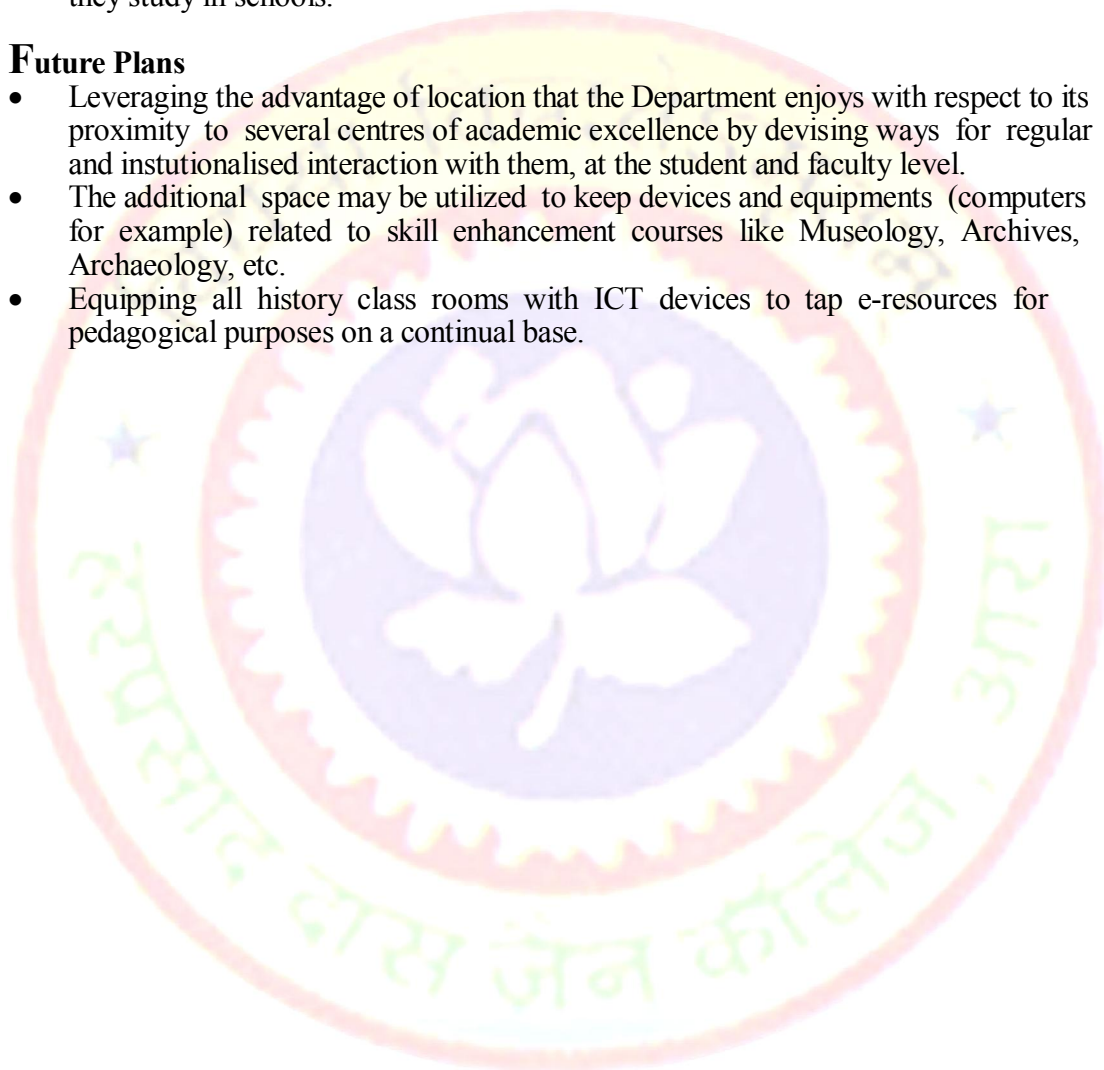
not lose out on outstation female students on account of accommodation issues.

Challenges

- Making all history class room ICT-enabled: at present the Department has this facility only in one room.
- The collection at the Department library level needs to cater to the study material requirement for visually challenged (PWD) students.
- To make the students unlearn the un-critical acceptance of text books that they study in schools.

Future Plans

- Leveraging the advantage of location that the Department enjoys with respect to its proximity to several centres of academic excellence by devising ways for regular and institutionalised interaction with them, at the student and faculty level.
- The additional space may be utilized to keep devices and equipments (computers for example) related to skill enhancement courses like Museology, Archives, Archaeology, etc.
- Equipping all history class rooms with ICT devices to tap e-resources for pedagogical purposes on a continual base.



Evaluative Report of the Departments

1. Name of the department : **Department of Psychology**
2. Year of Establishment : **1945**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) :
(a) Undergraduate: B.A. (Hons.) Psychology (Three Years)
(b) Postgraduate: M.A. (Psychology) (Two Years)
4. Names of Interdisciplinary courses and the departments/units involved :

Name of course	Department (s)/unit (s) involved
B.A. (Hons.) Psychology	Political Science, Philosophy, Hindi, English, Sanskrit/Prakrit, Urdu & Persian, Economics, Geography, History.

5. Annual/ semester/choice based credit system (programme wise) :
(a) Undergraduate: B.A. (Hons.) Psychology (Three Years) - Annual
(b) Postgraduate: M.A. (Psychology) (Two Years)- Semester System
6. Participation of the department in the courses offered by other departments : **As subsidiary paper in faculty of Humanities & Social Science.**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **Nil**
8. Details of courses/programmes discontinued (if any) with reasons : **No**
9. Number of Teaching posts :

	Sanctioned	Filled
Professor	---	---
Associate professor	---	02
Asst. professor	06	01

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Kumari Sadhana Prasad	M.A, Ph.D	Associate Professor	Industrial & Occupational Psychology	13 Yrs.	02 Ph.D Produced

Dr. Sangita Sinha	M.A, Ph.D	Associate Professor	Clinical Psy.	13 Yrs.	
Dr. Kanti Singh	M.A, Ph.D	Assistant Professor	Clinical Psy.	13 Yrs.	

11. List of senior visiting faculty :

1.	Dr. Shail Kumari Singh (Rtd. Prof. HoD, Dept. of Psychology) Mahila College, Ara
2.	Dr. Ajay Kumar (Dept.of Psychology) J J College, Ara
3.	Dr. Litaka Verma (Dept. of Psychology) Mahila college, Ara

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : 46% Lectures delivered by Visiting Faculty Members

13. Student -Teacher Ratio (programme wise) : UG 102:01; PG 94:01

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : Lab Assistant : 04, Peon: 01

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG. :

Faculty	Ph.D.	M.Phil.	M.A.
Permanent	03	---	---
Part time/ Visiting Faculty	03		

16. Number of faculty with on going projects from

a) National : N/A

b) International funding agencies and grants received : N/A

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : Nil

18. Research Centre /facility recognized by the University : Nil

19. Publications: :

* Publication per faculty :

* Number of papers published in peer reviewed journals (national / international) by faculty and students :

* Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social

- Sciences Directory, EBSCO host, etc.) :
- * Monographs :
- * Chapter in Books :
- * Books Edited :
- * Books with ISBN/ISSN numbers with details of publishers :
- * Citation Index :
- * SNIP :
- * SJR :
- * Impact factor :
- * h-index :

Publication Summary

Name of Faculty Member	Number of papers published in peer reviewed journals (national / international) by faculty and students	Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)	Monographs	Chapter in Books	Books edited	Books with ISBN/ISSN numbers with details of publishers	Citation index	SNIP	SJR	Impact Factor	h-index
Dr. Sangita Sinha	03					01					
Dr. Kumari Sadhana Prasad	02					01					
Dr. Kanti Singh											

Name of Faculty Members	Paper Publication			Book Published	Chapter in Book	Translation Work
	National	International	Regional			
Dr. Sangita Sinha	01		02			
Dr. Kumari Sadhana Prasad	01		01			
Dr. Kanti Singh						

20. Areas of consultancy and income generated : Nil

21. Faculty as members in

- a) National committees : None
 b) International Committees : None
 c) Editorial Boards. : None

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme : **All students of PG do in-house project as part of course Curriculum.**
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies : Nil

23. Awards / Recognitions received by faculty and students : N/A

24. List of eminent academicians and scientists / visitors to the department :

1.	Dr. Shail Kumari Singh (Rtd. Prof. HoD, Dept. of Psychology) Mahila College, Ara
2.	Dr. Ajay Kumar (Dept.of Psychology) J J College, Ara
3.	Dr. Litaka Verma (Dept. of Psychology) Mahila college, Ara

25. Seminars/ Conferences/Workshops organized & the source of funding

- a) National : N/A
 b) International : N/A

26. Student profile programme/course wise : **Average students profile of last three Academic Years (2014-15, 2015-16 & 2016-17)**

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			M	F	
B.A Part-I (Hons.)	250	128	100	28	98%
B.A Part-II (Hons.)	126	126	100	26	98%
B.A Part-III (Hons.)	124	124	100	24	98%
P.G. Sem. - I	430	65	35	30	98%

P.G. Sem. – II	62	62	40	12	96%
P.G. Sem. - III	60	60	45	15	97%
P.G. Sem. - IV	58	58	38	20	98%

*M = Male *F = Female

27. Diversity of Students (Average Data of Previous three Academic Years from 2016-17)

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
B.A. (Psy. Hons.) Part-I	98%	02 %	Nil
B.A. (Psy. Hons.) Part-II	97%	03 %	Nil
B.A. (Psy. Hons.) Part-III	98%	02 %	Nil
P.G. Sem. – I	98%	02 %	Nil
P.G. Sem. – II	97%	03 %	Nil
P.G. Sem. – III	98%	02 %	Nil
P.G. Sem. – IV	98%	02 %	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? :
Approximately 10-15% have cleared national and State competitive examinations, Exact Data is not Available.

29. Student progression

Student progression	Against % enrolled
UG to PG	30-45%
PG to M.Phil.	Data Not Available
PG to Ph.D.	Data Not Available
Ph.D. to Post-Doctoral	Data Not Available
Employed	
• Campus selection	Data Not Available
• Other than campus recruitment	
Entrepreneurship/Self-employment	Data Not Available

30. Details of Infrastructural facilities

a) Library

: Apart from College Central Library,

- Dept. of Psychology has also got its Seminar Library in which Each year, Department of Psychology adds new books/editions to enrich the library for the accessibility of the books to students.
- b) Internet facilities for Staff & Students : The College campus is Wi-Fi enabled. The Staff and Students have free access to internet.
- c) Class rooms with ICT facility : One Smart Class Rooms is available Exclusively for Dept. of Psychology used for UG & PG students on shared basis.
- d) Laboratories : One UG Lab, One PG Lab & One Research Laboratory is available with adequate equipments.
31. Number of students receiving financial assistance from college, university, government or other agencies :
About 20% of total enrollments of UG & PG (SC/ST/BC-I, Minority & Girls Students) gets financial assistance from welfare Department of Bihar State Government prior to academic year 2016-17. From academic session 2016-17 Bihar State Government has implemented 100% free education upto UG level for SC/ST/ & Girls Student.
32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts :
Different types of Students' enrichment programmes such as special lecture by external experts, Group Discussions, Quizzes, Debates, workshops and Departmental Seminars are organised on regular basis in the dept.
33. Teaching methods adopted to improve student learning :
- Presentation Method using Power Point.
 - Lecture using Chalk & Talk Method.
 - Carry Home Assignment.
 - Group Discussion.
34. Participation in Institutional Social Responsibility (ISR) and Extension activities :
Many students are involved in ISR Activities through various societies, clubs and activities of the College like Eco Club, Cultural Society, NSS, NCC, Swachha Bharat Mission etc.

35. SWOC analysis of the department and Future plans :

Strengths

- The knowledge and understanding of the subject is very good of the faculty members. Students are being taught in interactive and audio-visual methods. Practicals are done very meticulously also. Extra classes are taken regularly for the sake of students. A good and healthy academic ambience is maintained within the department. A healthy, cooperative mutual understanding between the faculties and the students are also maintained.
- The faculty of the Department specializes in areas that are chronologically staggered and thematically diverse. This allows paper-wise coverage of the entire programme by teachers, allowing the students to have a holistic perspective of issues.
- The socio-cultural and economic profile of the students in the Department is diverse and heterogeneous, thus contributing to a sense of inclusive learning process.
- A number of faculty members are actively engaged in syllabus-making at the university level.

Weaknesses

- Acute Shortage of permanent teaching faculty members.
- Quantitative techniques and statistical approach to studying problems are somewhat deficient in the undergraduate syllabus for Psychology. At times this inadequacy becomes a barrier for the students.
- Bilingual teaching is not a feature of the Department formally. Hindi reading resources for students are not easily available.
- There is no facility for Braille reading software like JOSH for PWD students.

Opportunities

- The students can be provided mock viva test, mock seminar, group discussion and educational tour to enrich their knowledge. Psychological clinic can be established.

Challenges

- Making all Psychology class room ICT-enabled: at present the Department has this facility only in one room.
- The collection at the Department library level needs to cater to the study material requirement for visually challenged (PWD) students.
- To make the students unlearn the un-critical acceptance of text books that they study in schools.

Future Plans

- Leveraging the advantage of location that the Department enjoys with respect to its proximity to several centres of academic excellence by devising ways for regular and institutionalised interaction with them, at the student and faculty level.
- The additional space may be utilized to keep devices and equipments (computers for example) related to skill enhancement courses
- Equipping all Psychology class rooms with ICT devices to tap e-resources for pedagogical purposes on a continual base.

Evaluative Report of the Departments

1. Name of the department : **Department of Geography**
2. Year of Establishment : **1945**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) :
(a) Undergraduate: B.A. (Hons.) Geography (Three Years)
(b) Postgraduate: M.A. (Geography) (Two Years)

4. Names of Interdisciplinary courses and the departments/units involved :

Name of course	Department (s)/unit (s) involved
B.A. (Hons.) Geography	Political Science, Philosophy, Hindi, English, Sanskrit/Prakrit, Urdu & Persian, Economics, Psychology, History.

5. Annual/ semester/choice based credit system (programme wise) :
(a) Undergraduate: B.A. (Hons.) Geography (Three Years) - Annual
(b) Postgraduate: M.A. (Geography) (Two Years)- Semester System
6. Participation of the department in the courses offered by other departments: **As subsidiary paper in faculty of Humanities & Social Science.**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **Nil**
8. Details of courses/programmes discontinued (if any) with reasons : **No**
9. Number of Teaching posts :

	Sanctioned	Filled
Professor	---	01
Associate professor	---	03
Asst. professor	06	---

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Narendra Singh	M.A, Ph.D	Professor	Advance Geomorphology (Urban & Settlement Geography)	25 Yrs.	03 Ph.D Produced
Dr. Lalit Sagar	M.A, Ph.D	Associate Professor	Land use & Agriculture	20 Yrs.	03 Ph.D Produced
Dr. MD. Nazir Akhtar	M.A, Ph.D	Associate Professor	Tourism Geography	13 Yrs.	03 Ph.D Produced 02 Registered
Dr. Lalan Ram	M.A, Ph.D	Associate Professor	Land & Agriculture	13 Yrs.	02 Ph.D 02 Registered

11. List of senior visiting faculty :

1.	Prof. Dr. S S Chaubey (Rtd. Univ. Head V.K.S.U, Ara)
2.	Prof. I D Singh (Rtd. University Teacher) V K S University, Ara
3.	Dr. MD. Atallah (Head Univ. Prof. Nalanda College, Bihar Sharif)
4.	Prof. Dr. V N P Sinha (Former Head, Dept. of Geo., Patna Univeristy)

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : **25% Lectures delivered by Visiting Faculty Members**

13. Student -Teacher Ratio (programme wise) : **UG 108:01; PG 75:01**

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : **Lab in-charge : 01, Store Keeper : 01, Peon: 01, Lab. Boy : 01**

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG. :

Faculty	Ph.D.	M.Phil.	M.A.
Permanent	04	---	---
Part time/ Visiting Faculty	04	---	---

16. Number of faculty with on going projects from

- a) National
- b) International funding agencies and grants received :

Name of the teacher	Nature of the Project	Duration	Title of the Project	Name of the funding agency	Total Grant	Total grant received till date	Equipment purchased for the project
Dr. Narendra Singh							
Dr. Lalit Sagar							
Dr. MD. Nazir Akhtar	MRP (Minor Research Project)	2 Yrs.	Prospects of Eco-Tourism in Shahabad Region of Bihar	UGC, ERO, kolkata	(Submitted)		
Dr. Lalan Ram							

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : Nil

18. Research Centre /facility recognized by the University : Yes

19. Publications: :

- * Publication per faculty :
- * Number of papers published in peer reviewed journals (national / international) by faculty and students :
- * Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) :
- * Monographs :
- * Chapter in Books :
- * Books Edited :
- * Books with ISBN/ISSN numbers with details of publishers :
- * Citation Index :
- * SNIP :
- * SJR :
- * Impact factor :
- * h-index :

Publication Summary

Name of Faculty Member	Number of papers published in peer reviewed journals (national / international) by faculty and students	Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)	Monographs	Chapter in Books	Books edited	Books with ISBN/ISSN numbers with details of publishers	Citation index	SNIP	SJR	Impact Factor	h-index
Dr. Narendra Singh	04	--	--	--	--	--	--	--	--	--	--
Dr. Lalit Sagar	03	--	--	--	--	--	--	--	--	--	--
Dr. MD. Nazir Akhtar	04	--	--	05	05	01	--	--	--	04	--
Dr. Lalan Ram	--	--	--	--	--	--	--	--	--	--	--

Name of Faculty Members	Paper Publication			Book Published	Chapter in Book	Translation Work
	National	International	Regional			
Dr. Narendra Singh	05		05			
Dr. Lalit Sagar	03	--	--	--	--	--
Dr. MD. Nazir Akhtar	06	04	03	01	--	--
Dr. Lalan Ram	--	--	--	--	--	--

20. Areas of consultancy and income generated : Nil

21. Faculty as members in
- a) National committees
 - b) International Committees
 - c) Editorial Boards.

Name of Faculty Member	National committees	International Committees	Editorial Boards.
Dr. Narendra Singh	1. Life Member of NAGI 2. Life Member of AGBJ 3. Life member Aryabhata Research Journal of Physical sciences. 4. Life Member of Uttar Bharat Bhoogol Patrika, Gorakhpur.		Annual College Magazine "Abhiyaan."
Dr. Lalit Sagar			
Dr. Md. Nazir Akhtar	1. Member of Magadh Geographical Society, Bodh Gaya (Bihar) 2. Member of Association of Geographers Bihar & Jharkhand, Patna (Bihar) 3. Member of national Association of Geographer in India, New Delhi. 4. Member of Indian National Cartographer Association, Hyderabad (Telangana) 5. Member of Indian Science Congress Association, Kolkata (West Bengal).		
Dr. Lalan Ram			

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme : **All students of PG do in-house project as part of course Curriculum.**
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies : **Nil**

23. Awards / Recognitions received by faculty and students :

Recognitions received by Teachers:

Name of Faculty Member	Award	Year
------------------------	-------	------

Dr. Narendra Singh		
Dr. Lalit Sagar		
Dr. Md. Nazir Akhtar	1. "Rahul Sanskritayan Paryatan" awarded for the original work on Indian waterfalls by Dept. of Tourism, Govt. of India, New Delhi. 2. "Dr. Murari Pathak Memorial" has been awarded for Essay Competition by University PG Dept. of Geography, Magadh University, Bodh-Gaya (Bihar).	2012 1991
Dr. Lalan Ram		

Awards received by students:

(a) Fellowship/Award:

Name of Student	Fellowship/Award	Supervisor
Mr. Chandra Bhushan	Junior research fellow (JRF)	Dr. Lalit Sagar
Mr. Sujit Mishra	Junior research fellow (JRF)	Dr. Lalit Sagar
Mr. Niranjana Bharti	Rajiv Gandhi Fellowship	Dr. Lalit Sagar

(b) Position Holders—Students

2014-15:

2015-16:

2016-17:

24. List of eminent academicians and scientists / visitors to the department :

1.	Prof. Dr. S S Chaubey (Rtd. Univ. Head V.K.S.U, Ara)
2.	Prof. Dr. V N P Sinha (Former Head, Dept. of Geo, Patna University)
3.	Dr. MD. Ataullah (Head Univ. Prof. Nalanda College, Bihar Sharif)
4.	

25. Seminars/ Conferences/Workshops organized & the source of funding

a) National :

b) International :

Sl.No.	Year	Title of Seminars/Conference/ Workshop	Coverage level: Departmental/Local/Regional/National/International	Funding Agency	Organized by

01.	2015	One day workshop has been organized on the topic “Census 2011 data dissemination” under the aegis of Ministry of Home Affair Govt. of India.	National	Ministry of Home Affair Govt. of India	Dept of Geography, H.D. Jain College, Ara, (Bihar)
02.	2016	A UGC sponsored National Seminar on the topic “Mining of River Sand and its Impact on Environment.”	National	UGC	Dept of Geography, H.D. Jain College, Ara, (Bihar)

26. Student profile programme/course wise : Average students profile of last three Academic Years (2014-15, 2015-16 & 2016-17)

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			M	F	
B.A Part-I (Hons.)	310	180	135	45	98%
B.A Part-II (Hons.)	168	168	108	60	98%
B.A Part-III (Hons.)	165	165	115	50	98%
P.G. Sem. - I	325	75	60	15	98%
P.G. Sem. – II	72	72	54	18	96%
P.G. Sem. - III	70	70	55	15	97%
P.G. Sem. - IV	65	65	45	20	98%

*M = Male *F = Female

27. Diversity of Students (Average Data of Previous three Academic Years from 2016-17)

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
B.A. (Geo. Hons.) Part-I	98%	02 %	Nil
B.A. (Geo. Hons.) Part-II	97%	03 %	Nil
B.A. (Geo. Hons.) Part-III	98%	02 %	Nil
P.G. Sem. – I	98%	02 %	Nil

P.G. Sem. – II	97%	03 %	Nil
P.G. Sem. – III	98%	02 %	Nil
P.G. Sem. – IV	98%	02 %	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? :
Approximately 10-15% have cleared national and State competitive examinations, Exact Data is not Available.

29. Student progression

Student progression	Against % enrolled
UG to PG	30-45%
PG to M.Phil.	Data Not Available
PG to Ph.D.	Data Not Available
Ph.D. to Post-Doctoral	Data Not Available
Employed	
<ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	Data Not Available
Entrepreneurship/Self-employment	Data Not Available

30. Details of Infrastructural facilities

- a) **Library** : **Apart from College Central Library, Dept. of Geography has also got its' Seminar Library in which each year, Department of Geography adds new books/editions to enrich the library for the accessibility of the books to students.**
- b) **Internet facilities for Staff & Students** : **The College campus is Wi-Fi enabled. The Staff and Students have free access to internet.**
- c) **Class rooms with ICT facility** : **One Smart Class Rooms is available Exclusively for Dept. of Geography used for UG & PG students on shared basis.**
- d) **Laboratories** : **The three geography department labs are equipped with LCD Projectors, computers and software to facilitate presentations and aid teaching- learning process;Along**

with this we have laptops, topographical maps, aerial photographs and satellite imageries for ready reference by both students and teachers.

31. Number of students receiving financial assistance from college, university, government or other agencies :
About 20% of total enrollments of UG & PG (SC/ST/BC-I, Minority & Girls Students) gets financial assistance from welfare Department of Bihar State Government prior to academic year 2016-17. From academic session 2016-17 Bihar State Government has implemented 100% free education upto UG level for SC/ST/ & Girls Student.
32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts :
Different types of Students' enrichment programmes such as special lecture by external experts, Group Discussions, Quizes, Debates, workshops and Departmental Seminars are organised on regular basis in the dept.
33. Teaching methods adopted to improve student learning :
- Student centered approach using audio-visual tools along with group discussion, brain storming and presentations.
 - Interactive Pedagogy with Field work ; Topographical Maps, World Maps, Relief Maps, Aerial Photographs, Satellite Imageries, Audio-Visual Aids, Multimedia, software, etc
 - Field Studies, Audio-Visual aids, Multimedia, Enhancing Computer Aided Cartography and Design, etc.
 - Field excursion as a means to acquaint students to the diversities of the country and to impart learning about empirical methods of data collection.
34. Participation in Institutional Social Responsibility (ISR) and Extension activities :
Many students are involved in ISR Activities through various societies, clubs and activities of the College like Eco Club, Cultural Society, NSS, NCC, Swachha Bharat Mission etc.
35. SWOC analysis of the department and Future plans :

Strengths

- Department of Geography has very extremely qualified staff of four teachers out of which all are Ph.D.
- Department of Geography has one trained Cartographer also along with one

laboratory attendant.

- Department of Geography has two cartography labs UG & PG lab, and one Research Lab. which are all equipped with adequate maps & Survey Equipments.
- Department of Geography has brilliant students coming from different District of Bihar.
- Educational trips are organized by the department every year to enhance and enrich student's knowledge, analytical skills and cognitive abilities.
- Department of Geography has produce excellent university results (positions) over the period of time
- Good intake of Students.
- Alumni support for offering internship to the current students.

Weakness

- Teacher student ratio is 1:108 which restricts degree of individual attention to students.
- Shortage of space for research work.

Opportunity

- Self employment
- Campus Selection
- Introduction of adequate of vocational courses
- Railway concessional ticket provided to student
- Career enrichment through sports and NCC
- Knowledge enrichment through geographical Quiz.
- Training for special programme like disaster management can be imparted.

Challenges

- Over the years the number of students has increased in large proportions thus causing pressure on the infrastructure.

Future Plans

- Research facilities and infrastructure for students and teachers should be improved.
- Inter college collaboration of geography department be initiated.
- Exchange programmes with other universities (National and International) will be actively pursued.
- Will make provisions for internship of students.
- GIS Lab will be further equipped with latest software.

Evaluative Report of the Departments

1. Name of the department : **Department of Physics**
2. Year of Establishment : **1950**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) :
(a) Undergraduate: B.Sc. (Hons.) Physics (Three Years)
(b) Postgraduate: M.Sc. (Physics) (Two Years)
4. Names of Interdisciplinary courses and the departments/units involved :

Name of course	Department (s)/unit (s) involved
B.Sc. (Hons.) Physics	Hindi, English, Sanskrit, Mathematics, Chemistry

5. Annual/ semester/choice based credit system (programme wise) :
(a) Undergraduate: B.Sc. (Hons.) Physics (Three Years) - Annual
(b) Postgraduate: M.Sc. (Physics) (Two Years)- Semester System
6. Participation of the department in the courses offered by other departments : **As subsidiary paper in faculty of Science.**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **Nil**
8. Details of courses/programmes discontinued (if any) with reasons : **No**
9. Number of Teaching posts :

	Sanctioned	Filled
Professor	---	---
Associate professor	---	03
Asst. professor	12	---

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Anil Kumar Sinha	M.Sc., Ph.D	Associate Professor	Electronics	33 Yrs. 6 Months.	01 Ph.D Produced
Dr. Lakhan Lal Ojha	M.Sc., Ph.D	Associate Professor	Solid State Physics	13 Yrs.	
Dr. Ashok Kumar	M.Sc., Ph.D	Associate Professor	Spectroscopy	13 Yrs.	03 Ph.D Produced

11. List of senior visiting faculty :

1.	Prof. Hari Shankar Singh (Rtd. HoD, M.M.M. College, Ara)
2.	Prof. (Dr.) N.K. Singh (Former, HoD, PG Dept. of Physics, VKSU, Ara)

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : **26% Lectures delivered by Visiting Faculty Members**

13. Student -Teacher Ratio (programme wise) : **UG 102:01; PG 94:01**

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : **Lab Assistant : 04, Peon: 01**

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG. :

Faculty	Ph.D.	M.Phil.	M.A.
Permanent	03	---	---
Part time/ Visiting Faculty	02		

16. Number of faculty with on going projects from

a) National

b) International funding agencies and grants received :

Name of the Teacher	Nature of the Project	Duration	Title of the Project	Name of the funding agency	Total Grant	Total grant received till date	Equipment purchased for the project
Dr. Anil Kumar Sinha	Minor Research Project (MRP)	2 Yrs.	Low temperature dC conductivity of Vo^2 Erystals.	UGC	6000/-	6000/-	

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : Nil

18. Research Centre /facility recognized by the University : Nil

19. Publications: :

- * Publication per faculty :
- * Number of papers published in peer reviewed journals (national / international) by faculty and students :
- * Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) :
- * Monographs :
- * Chapter in Books :
- * Books Edited :
- * Books with ISBN/ISSN numbers with details of publishers :
- * Citation Index :
- * SNIP :
- * SJR :
- * Impact factor :
- * h-index :

Publication Summary

Name of Faculty Member	Number of papers published in peer reviewed journals (national / international) by faculty and students	Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)	Monographs	Chapter in Books	Books edited	Books with ISBN/ISSN numbers with details of publishers	Citation index	SNIP	SJR	Impact Factor	h-index
Dr. Anil Kumar Sinha	05										
Dr. Lakhan Lal Ojha											
Dr. Ashok Kumar	05										

Name of Faculty Members	Paper Publication			Book Published	Chapter in Book	Translation Work
	National	International	Regional			
Dr. Anil Kumar Sinha	05	01				
Dr. Lakhan Lal Ojha						
Dr. Ashok Kumar	01	04				

20. Areas of consultancy and income generated : Nil

21. Faculty as members in

- a) National committees
- b) International Committees
- c) Editorial Boards.

Name of Faculty Member	National committees	International Committees	Editorial Boards.
Dr. Anil Kumar Sinha	Life Member of Indian Science congress Association.		College Annual Magazine "Abhiyaan"
Dr. Lakhan Lal Ojha			
Dr. Ashok Kumar			

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme : **All students of PG do in-house project as part of Course Curriculum.**
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies : **Nil**

23. Awards / Recognitions received by faculty and students : N/A

24. List of eminent academicians and scientists / visitors to the department :

1.	Prof. Hari Shankar Singh (Rtd. HoD, M.M.M. College, Ara)
2.	Prof. (Dr.) N.K. Singh (Former, HoD, PG Dept. of Physics, VKSU, Ara)

25. Seminars/ Conferences/Workshops organized & the source of funding

- a) **National : N/A**
- b) **International : N/A**

26. Student profile programme/course wise : Average students profile of last three Academic Years (2014-15, 2015-16 & 2016-17)

Name of the Course/programme	Applications	Selected	Enrolled	Pass percentage
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(refer question no. 4)	received		M	F	
B.Sc. Part-I (Hons.)	350	110	95	15	98%
B.Sc. Part-II (Hons.)	105	105	90	15	98%
B.Sc. Part-III (Hons.)	102	102	90	12	98%
P.G. Sem. - I	375	65	45	20	98%
P.G. Sem. - II	62	62	42	20	96%
P.G. Sem. - III	58	58	40	18	97%
P.G. Sem. - IV	55	55	45	10	98%

*M = Male *F = Female

27. Diversity of Students (Average Data of Previous three Academic Years from 2016-17)

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
B.Sc. (Phy. Hons.) Part-I	98%	02 %	Nil
B.Sc. (Phy. Hons.) Part-II	97%	03 %	Nil
B.Sc. (Phy. Hons.) Part-III	98%	02 %	Nil
P.G. Sem. - I	98%	02 %	Nil
P.G. Sem. - II	97%	03 %	Nil
P.G. Sem. - III	98%	02 %	Nil
P.G. Sem. - IV	98%	02 %	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? :
Approximately 10-15% have cleared national and State competitive examinations, Exact Data is not Available.

29. Student progression

Student progression	Against % enrolled
UG to PG	30-45%
PG to M.Phil.	Data Not Available
PG to Ph.D.	Data Not Available

Ph.D. to Post-Doctoral	Data Not Available
Employed • Campus selection • Other than campus recruitment	Data Not Available
Entrepreneurship/Self-employment	Data Not Available

30. Details of Infrastructural facilities

- a) **Library** : Apart from College Central Library, Dept. of Physics has also got its Seminar Library in which Each year, Department of Physics adds new books/editions to enrich the library for the accessibility of the books to students.
- b) **Internet facilities for Staff & Students** : The College campus is Wi-Fi enabled. The Staff and Students have free access to internet.
- c) **Class rooms with ICT facility** : One Smart Class Rooms is available Exclusively for Dept. of Physics used for UG & PG students on shared basis.
- d) **Laboratories** : One UG Lab, One PG Lab & One Research Laboratory is available with adequate equipments.

31. Number of students receiving financial assistance from college, university, government or other agencies :
About 20% of total enrollments of UG & PG (SC/ST/BC-I, Minority & Girls Students) gets financial assistance from welfare Department of Bihar State Government prior to academic year 2016-17. From academic session 2016-17 Bihar State Government has implemented 100% free education upto UG level for SC/ST/ & Girls Student.

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts :
Different types of Students' enrichment programmes such as special lecture by external experts, Group Discussions, Quizzes, Debates, workshops and Departmental Seminars are organised on regular basis in the dept.

33. Teaching methods adopted to improve student learning :

- **Black board teaching supported by discussions**
- **Problem solving approach of teaching**
- **Power Point Presentation**
- **Assignments**
- **Class Tests alongwith Practicals and Projects.**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities :
Many students are involved in ISR Activities through various societies, clubs and activities of the College like Eco Club, Cultural Society, NSS, NCC, Swachha Bharat Mission etc.

35. SWOC analysis of the department and Future plans :

Strengths

- We get excellent students to learn from Well-equipped labs, very cooperative lab staff and some quick learner teachers make this Department unique, vibrant and excellent.
- As the Department boasts well-equipped laboratories, it cannot go without highlighting its constant endeavour to motivate and rigorously train its students in experimental and analytical skills, with the help of the untiring efforts of its ever-dedicated faculty.
- The knowledge and understanding of the subject is very good of the faculty members. Students are being taught in interactive and audio-visual methods. Practicals are done very meticulously also. Extra classes are taken regularly for the sake of students. A good and healthy academic ambience is maintained within the department. A healthy, cooperative mutual understanding between the faculties and the students are also maintained.
- The faculty of the Department specializes in areas that are chronologically staggered and thematically diverse. This allows paper-wise coverage of the entire programme by teachers, allowing the students to have a holistic perspective of issues.
- The socio-cultural and economic profile of the students in the Department is diverse and heterogeneous, thus contributing to a sense of inclusive learning process.
- A number of faculty members are actively engaged in syllabus-making at the university level.

Weaknesses

- Acute Shortage of permanent teaching faculty members.

- Bilingual teaching is not a feature of the Department formally. Hindi reading resources for students are not easily available.
- There is no facility for Braille reading software like JOSH for PWD students.
- The highly active physics department jostling with motivated students and teachers sometime feel the need of more space for carrying out projects and research activities. All the existing human resources of the department which includes teachers, students and non teaching staff, the department runs all the activities including regular college lab work almost smoothly. We believe, if we can create some more space and better laboratory equipments we can excel to the even higher levels.

Opportunities

- Seminars and conferences related to core and interdisciplinary areas.
- Research in core and interdisciplinary areas through major and minor projects.
- Establishment and learning of in-house repair and maintenance and modification of scientific apparatus and computers.

Challenges

- Every year, the Department gets around 65-70% students having done their schooling in Hindi medium. The College, offers all Science courses only in English medium. It often becomes a challenge for the teachers to bridge the gap amongst students arising out of a difference in the formal approach and methodology needs to be evolved by the Department to overcome this problem.
- Dedicated space is required for the students and faculty to pursue research and additional projects without hindrance.
- To Make all Physics class room ICT-enabled: at present the Department has this facility only in one room.
- The collection at the Department library level needs to cater to the study material requirement for visually challenged (PWD) students.

Future Plans

- To develop high quality laboratory in the department in which experiments leading to research publications and thesis work can be performed.
- To develop a high end computational facility in the department. The faculty members plan to take UGC and CSIR sponsored Major and Minor projects to improve the research facilities and increase the publication rate. They also plan to guide more PhD students.

Evaluative Report of the Departments

1. Name of the department : **Department of Chemistry**
2. Year of Establishment : **1950**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) :
(a) Undergraduate: B.Sc. (Hons.) Chemistry (Three Years)
(b) Postgraduate: M.Sc. (Chemistry) (Two Years)

4. Names of Interdisciplinary courses and the departments/units involved :

Name of course	Department (s)/unit (s) involved
B.Sc. (Hons.) Chemistry	Hindi, English, Sanskrit, Botany, Zoology, Mathematics, Physics, Chemistry

5. Annual/ semester/choice based credit system (programme wise) :
(a) Undergraduate: B.Sc. (Hons.) Chemistry (Three Years) - Annual
(b) Postgraduate: M.Sc. (Chemistry) (Two Years)- Semester System
6. Participation of the department in the courses offered by other departments : **As subsidiary paper in faculty of Science.**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **Nil**
8. Details of courses/programmes discontinued (if any) with reasons : **No**
9. Number of Teaching posts :

	Sanctioned	Filled
Professor	---	01
Associate professor	---	04
Asst. professor	14	01

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Krishna Murari Singh	M.Sc., Ph.D	Professor	Organic Chemistry	38 Yrs.	4 Ph.D Produced
Dr. Sri Niwas Singh	M.Sc, Ph.D	Associate Professor	Inorganic Chemistry	35 Yrs.	2 Ph.D Produced
Dr. R.S. Achari	M.Sc, Ph.D	Associate Professor	Organic Chemistry	25 Yrs.	1 Ph.D Produced
Dr. Kumud Kumari	M.Sc., Ph.D	Associate Professor	Physical Chemistry	30 Yrs.	1 Ph.D Produced
Dr. Madhuri Kumari	M.Sc., Ph.D	Associate Professor	Organic Chemistry	25 Yrs.	1 Ph.D Produced
Dr. Anil Kumar Singh	M.Sc., Ph.D	Assistant Professor	Inorganic Chemistry	13 Yrs.	

11. List of senior visiting faculty : N/A

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : **36% Lectures delivered by Visiting Faculty Members**

13. Student -Teacher Ratio (programme wise) : **UG 102:01; PG 94:01**

14. Number of academic support staff (technical) and administrative staff, sanctioned and filled : **Lab Assistant : 04, Peon: 01**

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG. :

Faculty	Ph.D.	M.Phil.	M.A.
Permanent	06	---	---
Part time/ Visiting Faculty			

16. Number of faculty with on going projects from

a) National

b) International funding agencies and grants received :

Name of the Teacher	Nature of the Project	Duration	Title of the Project	Name of the funding agency	Total Grant	Total grant received till date	Equipment purchased for the project
Dr. Madhuri Kumari	Minor Research Project (MRP)			UGC			
Dr. Anil Kumar Singh	Minor Research Project (MRP)			UGC			

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : Nil

18. Research Centre /facility recognized by the University : Nil

19. Publications: :

- * Publication per faculty :
- * Number of papers published in peer reviewed journals (national / international) by faculty and students :
- * Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) :
- * Monographs :
- * Chapter in Books :
- * Books Edited :
- * Books with ISBN/ISSN numbers with details of publishers :
- * Citation Index :
- * SNIP :
- * SJR :
- * Impact factor :
- * h-index :

Publication Summary

Name of Faculty Member	Number of papers published in peer reviewed journals (national / international) by faculty and students	Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)	Monographs	Chapter in Books	Books edited	Books with ISBN/ISSN numbers with details of publishers	Citation index	SNIP	SJR	Impact Factor	h-index
Dr. Krishna Murari Singh	04					01					
Dr. Sri Niwas Singh	02										
Dr. R.S. Achari	01										
Dr. Kumud Kumari	02										
Dr. Madhuri Kumari	05										
Dr. Anil Kumar Singh	01										

Name of Faculty Members	Paper Publication			Book Published	Chapter in Book	Translation Work
	National	International	Regional			
Dr. Krishna Murari Singh	04			01		
Dr. Sri Niwas Singh	02					
Dr. R.S. Achari	01					
Dr. Krishna Murari Singh	02					
Dr. Sri Niwas Singh	05					
Dr. R.S. Achari	01					

20. Areas of consultancy and income generated : Nil

21. Faculty as members in
- a) National committees : **None**
 - b) International Committees : **None**
 - c) Editorial Boards. : **None**

Name of Faculty Member	National committees	International Committees	Editorial Boards.
Dr. Krishna Murari Singh	Member of Science Congress		
Dr. Sri Niwas Singh	Member of Science Congress		
Dr. R.S. Achari	Member of Science Congress		
Dr. Kumud Kumari	Member of Science Congress		
Dr. Madhuri Kumari	Member of Science Congress		College Magazine "Abhiyan"
Dr. Anil Kumar Singh	Member of Science Congress		

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme : **All students of PG do in-house project as part of course Curriculum.**
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies : **Nil**

23. Awards / Recognitions received by faculty and students : **N/A**

24. List of eminent academicians and scientists / visitors to the department : **N/A**

25. Seminars/ Conferences/Workshops organized & the source of funding

- a) **National** : **N/A**
- b) **International** : **N/A**

26. Student profile programme/course wise : Average students profile of last three Academic Years (2014-15, 2015-16 & 2016-17)

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			M	F	
B.Sc. Part-I (Hons.)	556	90	85	05	98%
B.Sc. Part-II (Hons.)	85	85	55	30	98%
B.Sc. Part-III (Hons.)	88	88	70	18	98%
P.G. Sem. - I	75	75	60	15	98%
P.G. Sem. – II	72	72	52	20	96%
P.G. Sem. - III	73	73	55	18	97%
P.G. Sem. - IV	68	68	48	20	98%

*M = Male *F = Female

27. Diversity of Students (Average Data of Previous three Academic Years from 2016-17)

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
B.Sc. (Chem. Hons.) Part-I	98%	02 %	Nil
B.Sc. (Chem. Hons.) Part-II	97%	03 %	Nil
B.Sc. (Chem. Hons.) Part-III	98%	02 %	Nil
P.G. Sem. – I	98%	02 %	Nil
P.G. Sem. – II	97%	03 %	Nil
P.G. Sem. – III	98%	02 %	Nil
P.G. Sem. – IV	98%	02 %	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? :
Approximately 10-15% have cleared national and State competitive examinations, Exact Data is not Available.

29. Student progression

Student progression	Against % enrolled
UG to PG	30-45%
PG to M.Phil.	Data Not Available
PG to Ph.D.	Data Not Available
Ph.D. to Post-Doctoral	Data Not Available
Employed	
<ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	Data Not Available
Entrepreneurship/Self-employment	Data Not Available

30. Details of Infrastructural facilities

- a) **Library** : Apart from College Central Library, Dept. of Chemistry has also got it's Seminar Library in which Each year, Department of Chemistry adds new books/editions to enrich the library for the accessibility of the books to students.
- b) Internet facilities for Staff & Students : The College campus is Wi-Fi enabled. The Staff and Students have free access to internet.
- c) Class rooms with ICT facility : One Smart Class Rooms is available Exclusively for Dept. of Chemistry used for UG & PG students on shared basis.
- d) Laboratories : Two UG Lab, One PG Lab, One Physical Lab & One Research Laboratory is available with adequate equipments.

31. Number of students receiving financial assistance from college, university, government or other agencies :

About 20% of total enrollments of UG & PG (SC/ST/BC-I, Minority & Girls Students) gets financial assistance from welfare Department of Bihar State Government prior to academic year 2016-17. From academic session 2016-17 Bihar State Government has implemented 100% free education upto UG level for SC/ST/ & Girls Student.

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts :

Different types of Students' enrichment programmes such as special lecture by external experts, Group Discussions, Quizzes, Debates, workshops and Departmental Seminars are organised on regular basis in the dept.

33. Teaching methods adopted to improve student learning :

- **Classroom interaction for better understanding of the concepts and problem solving.**
- **Use of projectors for teaching theory and practical problems and for students to deliver presentations as part of their curriculum.**
- **Students are given projects of topics concerning the subject so as to increase their understanding of subject.**
- **Use of case studies so as to give them a view of related theoretical knowledge with its application in industry and real domain.**
- **Use of software platform in the form of programs or available computer packages to analyze and interprets data.**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities : **Many students are involved in ISR Activities through various societies, clubs and activities of the College like Eco Club, Cultural Society, NSS, NCC, Swachha Bharat Mission etc.**

35. SWOC analysis of the department and Future plans :

Strengths

- The teachers of the Department are highly qualified and experienced, with a strong commitment to innovative and dedicated teaching.
- The Department conducts a high-quality graduate program that includes several areas of research: analytical, biological, chemical education, inorganic, organic and physical chemistry.
- The laboratories are well equipped with all necessary equipment and apparatus.
- Lab staff is very supportive and cooperative and work as part of a team of scientific staff.
- The teaching laboratories and equipment are regularly upgraded.
- Provides a supportive, safe and healthy working environment for students.
- Provides classrooms with ICT facility for interactive teaching.

Weaknesses

- The laboratory needs a new distillation plant.
- Shortage of space to accommodate a large number of students
- Shortage of laboratory staff.
- Shortage of permanent teaching faculty members.
- Bilingual teaching is not a feature of the Department formally. Hindi reading resources for students are not easily available.
- There is no facility for Braille reading software like JOSH for PWD students.

Opportunities

- Organizes lecture series, workshops and seminars to keep the staff and students aware of the current trends in chemical sciences.
- The course structure is such that it enables the students to choose from a wide variety of career options.
- Many students and recent graduates are involved in internship programs so that they get better job opportunities.
- To offer short term courses in the fields of applied sciences

Challenges

- Time is limited in semester mode of PG Courses.
- Every year the department gets students having done their schooling in Hindi medium and also with varied financial and cultural background. So all the members of faculty are committed to give them whole hearted support.
- To develop infrastructure for undertaking research projects
- To prepare students for examinations for higher studies at reputed institutes
- To mould the interest of students towards innovative projects.

Future Plans

- Development of research laboratories and advanced instrumentation room.
- Increasing cost-saving and environmentally-friendly operations by adopting green methodologies.
- Construction of new facilities, aimed at strengthening our teaching, and promoting growth areas in research.
- Improving and increasing participation of students in opportunities for study abroad.
- Arranging educational trips.
- We have plans to organize workshop/ seminars/ special lectures in collaboration with other colleges and institutes.
- Create a database of Alumni of the department

Evaluative Report of the Departments

1. Name of the department : **Department of Mathematics**
2. Year of Establishment : **1950**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) :
(a) Undergraduate: B.Sc. (Hons.) Mathematics (Three Years)
(b) Postgraduate: M.Sc. (Mathematics) (Two Years)
4. Names of Interdisciplinary courses and the departments/units involved :

Name of course	Department (s)/unit (s) involved
B.Sc. (Hons.) Mathematics	Hindi, English, Sanskrit, Physics, Chemistry

5. Annual/ semester/choice based credit system (programme wise):
(a) Undergraduate: B.Sc. (Hons.) Mathematics (Three Years) - Annual
(b) Postgraduate: M.Sc. (Mathematics) (Two Years)- Semester System
6. Participation of the department in the courses offered by other departments: **As subsidiary paper in faculty of Science.**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **Nil**
8. Details of courses/programmes discontinued (if any) with reasons : **No**
9. Number of Teaching posts:

	Sanctioned	Filled
Professor	---	---
Associate professor	---	02
Asst. professor	05	--

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Bijay Kumar Singh	M.Sc, Ph.D	Associate Professor	Differential Geometry, functional Analysis, Topology, Group Theory.	13 Yrs.	03 Ph.D Produced
Dr. Guru Dayal Singh	M.Sc, Ph.D	Associate Professor	Number Theory	13 Yrs.	01 Ph.D Produced

11. List of senior visiting faculty :

1.	Dr. Lalit Kumar Saran (Dept. of Mathematics) VKSU, Ara
2.	Dr. Bindeshwari Prasad (Rtd. Prof. Mathematics) VKSU, Ara
3.	Prof. J N Singh (Rtd. Prof. Mathematics) H D Jain College, Ara

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : **25% Lectures delivered by Visiting Faculty Members**

13. Student -Teacher Ratio (programme wise) : **UG 102:01; PG 94:01**

14. Number of academic support staff (technical) and administrative staff, sanctioned and filled : **Lab Assistant : 04, Peon: 01**

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG. :

Faculty	Ph.D.	M.Phil.	M.A.
Permanent	02	---	---
Part time/ Visiting Faculty	03		

16. Number of faculty with on going projects from

a) National : N/A

b) International funding agencies and grants received : N/A

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : **Nil**

18. Research Centre /facility recognized by the University : **Nil**

19. Publications: :

* Publication per faculty :

* Number of papers published in peer reviewed journals (national / international) by faculty and students :

- * Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) :
- * Monographs :
- * Chapter in Books :
- * Books Edited :
- * Books with ISBN/ISSN numbers with details of publishers :
- * Citation Index :
- * SNIP :
- * SJR :
- * Impact factor :
- * h-index :

Publication Summary

Name of Faculty Member	Number of papers published in peer reviewed journals (national / international) by faculty and students	Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)	Monographs	Chapter in Books	Books edited	Books with ISBN/ISSN numbers with details of publishers	Citation index	SNIP	SJR	Impact Factor	h-index
Dr. Bijay Kumar Singh	04										
Dr. Guru Dayal Singh	03					01					

Name of Faculty Members	Paper Publication			Book Published	Chapter in Book	Translation Work
	National	International	Regional			
Dr. Bijay Kumar Singh	04					
Dr. Guru Dayal Singh	03			01		

20. Areas of consultancy and income generated : Nil

21. Faculty as members in
- a) National committees
 - b) International Committees
 - c) Editorial Boards.

Name of Faculty Member	National committees	International Committees	Editorial Boards.
Dr. Bijay Kumar Singh	Life Member of BMS, Bhagalpur, BBA, Patna (Bihar) ISMAMS, tensor society, Lucknow		

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme : **All students of PG do in-house project as part of course Curriculum.**
- b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/other agencies : Nil

23. Awards / Recognitions received by faculty and students : N/A

24. List of eminent academicians and scientists / visitors to the department :

1.	Dr. Lalit Kumar Saran (Dept. of Mathematics) VKSU, Ara
2.	Dr. Bindeshwari Prasad (Rtd. Prof. Mathematics) VKSU, Ara
3.	Prof. J N Singh (Rtd. Prof. Mathematics) H D Jain College, Ara

25. Seminars/ Conferences/Workshops organized & the source of funding

- a) National : 4 UGC Sponsord National Seminar Organised
- b) International :

26. Student profile programme/course wise : Average students profile of last three Academic Years (2014-15, 2015-16 & 2016-17)

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			M	F	
B.Sc. Part-I (Hons.)	400	118	95	23	98%

B.Sc. Part-II (Hons.)	110	110	88	22	98%
B.Sc. Part-III (Hons.)	108	108	84	24	98%
P.G. Sem. – I	260	64	50	14	98%
P.G. Sem. – II	51	51	40	11	96%
P.G. Sem. – III	41	41	32	09	97%
P.G. Sem. – IV	31	31	24	07	98%

*M = Male *F = Female

27. Diversity of Students (Average Data of Previous three Academic Years from 2016-17)

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
B.Sc. (Math. Hons.) Part-I	98%	02 %	Nil
B.Sc. (Math. Hons.) Part-II	97%	03 %	Nil
B.Sc. (Math. Hons.) Part-III	98%	02 %	Nil
P.G. Sem. – I	98%	02 %	Nil
P.G. Sem. – II	97%	03 %	Nil
P.G. Sem. – III	98%	02 %	Nil
P.G. Sem. – IV	98%	02 %	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? :
Approximately 10-15% have cleared national and State competitive examinations, Exact Data is not Available.

29. Student progression

Student progression	Against % enrolled
UG to PG	30-45%
PG to M.Phil.	Data Not Available
PG to Ph.D.	Data Not Available
Ph.D. to Post-Doctoral	Data Not Available

Employed	
<ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	Data Not Available
Entrepreneurship/Self-employment	Data Not Available

30. Details of Infrastructural facilities

- a) **Library** : Apart from College Central Library, Dept. of Mathematics has also got its' Seminar Library in which Each year, Department of Mathematics adds new books/editions to enrich the library for the accessibility of the books to students.
- b) **Internet facilities for Staff & Students** : The College campus is Wi-Fi enabled. The Staff and Students have free access to internet.
- c) **Class rooms with ICT facility** : One Smart Class Rooms is available Exclusively for Dept. of Mathematics used for UG & PG students on shared basis.
- d) **Laboratories** : One UG Lab, One PG Lab & One Research Laboratory is available with adequate equipments.

31. Number of students receiving financial assistance from college, university, government or other agencies :
About 20% of total enrollments of UG & PG (SC/ST/BC-I, Minority & Girls Students) gets financial assistance from welfare Department of Bihar State Government prior to academic year 2016-17. From academic session 2016-17 Bihar State Government has implemented 100% free education upto UG level for SC/ST/ & Girls Student.

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts :
Different types of Students' enrichment programmes such as special lecture by external experts, Group Discussions, Quizzes, Debates, workshops and Departmental Seminars are organised on regular basis in the dept.

33. Teaching methods adopted to improve student learning :

- **Discussions outside the classroom.**

- PowerPoint presentations by both students and faculty
 - Assignments, class tests, and practicals
 - The College publishes its magazine “Abhiyaan” annually. The students are encouraged to write about various topics that are not part of their curriculum; this in turn gives them exposure and enhances their knowledge.
 - Continuous evaluation of student learning outcomes and encouraging the student to give presentation on various topics of Mathematics.
 - Giving real-life examples to connect with the subject.
34. Participation in Institutional Social Responsibility (ISR) and Extension activities :
Many students are involved in ISR Activities through various societies, clubs and activities of the College like Eco Club, Cultural Society, NSS, NCC, Swachha Bharat Mission etc.
35. SWOC analysis of the department and Future plans :
Strengths
- Faculty: The faculty of Department of Mathematics specializes in diverse fields.
 - Students: Department of Mathematics, H D Jain College, Ara attracts meritorious students from the length and breadth of the four districts of old Sahabad range (Bhojpur, Rohtas, Buxar, Kaimur). The students bring with them diverse cultures and a positive spirit of competitiveness and different approaches to the subject. So students while learning inside the classroom, also learn outside the class from their peers.
 - Large Alumni Base: The Department of Mathematics is one of the oldest departments of the College and there is a large alumni base. Our students also get better exposure when they interact with their seniors and alumni (apart from interacting with the faculty), and can make more informed decisions about career, internships, summer programs, etc.
 - Location: H D Jain College, Ara is on walking distance from Ara Railway station and well connected with roads from all directions of Sahabad Range. It is easily approachable from the rural areas of Bhojpur.
 - Library: The mathematics section of the College Library has a large collection of excellent books on varied topics.
 - The knowledge and understanding of the subject is very good of the faculty members. Students are being taught in interactive and audio-visual methods. Practicals are done very meticulously also. Extra classes are taken regularly for the sake of students. A good and healthy academic ambience is maintained within the department. A healthy, cooperative mutual understanding between the faculties and the students are also maintained.

- The faculty of the Department specializes in areas that are chronologically staggered and thematically diverse. This allows paper-wise coverage of the entire programme by teachers, allowing the students to have a holistic perspective of issues.
- The socio-cultural and economic profile of the students in the Department is diverse and heterogeneous, thus contributing to a sense of inclusive learning process.
- A number of faculty members are actively engaged in syllabus-making at the university level.

Weaknesses

- Licence of Mathematical softwares like Mathematica, Matlab etc.
- Acute Shortage of permanent teaching faculty members.
- Bilingual teaching is not a feature of the Department formally. Hindi reading resources for students are not easily available.

Opportunities

- Using Technology: Our talented students give us strength and they participate actively in classroom discussions which is a good learning ground for both the faculty and the students. The current age learning through technology has set up a new pace in learning and the visualization of concepts leads to better learning and retention. This growth of technology is an opportunity for us to make efforts in future to incorporate it even more into our education system.

Challenges

- Making all Mathematics class room ICT-enabled: at present the Department has this facility only in one room.
- To Installed Licenced Softwares like Mathematica, Matlab which will provide students an excellent tools for projects etc.
- The collection at the Department library level needs to cater to the study material requirement for visually challenged (PWD) students.
- To make the students unlearn the un-critical acceptance of text books that they study in schools.
- With all the limitation our faculty work hard and trying their best for the benefit of the students. Our challenge is to work hard with a smiling face for all the students for their bright future. We are always ready to assist the students academically to reach their goal.

Future Plans

- To establish mathematical club for SC, ST, OBC and minority students.
- To establish departmental research lab and rich library.
- To establish sparate computer lab.
- To establish conference and seminar hall fully air conditions and well maintained.
- To subscribe national/international journals of mathematics.

Evaluative Report of the Departments

1. Name of the department : **Department of Botany**
2. Year of Establishment : **1950**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) :
(a) Undergraduate: B.Sc. (Hons.) Botany (Three Years)
(b) Postgraduate: M.Sc. (Botany) (Two Years)
4. Names of Interdisciplinary courses and the departments/units involved :

Name of course	Department (s)/unit (s) involved
B.Sc. (Hons.) Botany	Hindi, English, Sanskrit, Mathematics, Zoology, Physics, Chemistry

5. Annual/ semester/choice based credit system (programme wise) :
(a) Undergraduate: B.Sc. (Hons.) Botany (Three Years) - Annual
(b) Postgraduate: M.Sc. (Botany) (Two Years)- Semester System
6. Participation of the department in the courses offered by other departments : **As subsidiary paper in faculty of Science.**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **Nil**
8. Details of courses/programmes discontinued (if any) with reasons : **No**
9. Number of Teaching posts :

	Sanctioned	Filled
Professor	---	03
Associate professor	---	02
Asst. professor	06	---

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Chandra Shekhar Chaudhary	M.Sc, Ph.D	Professor	Plant Ecology & Environmental Biology	38 Yrs.	04 Ph.D Produced 2 Registered
Dr. Anand Prasad	M.Sc., Ph.D	Professor	Plant Pathology	36 Yrs.	01 Ph.D Produced
Dr. Ahmad Masood	M.Sc, Ph.D	Professor	Mycotoxicology & Plant Pathology	20Yrs.	02 Ph.D Produced

Dr. Satish Kumar	M.Sc, Ph.D	Associate Professor	Aerobiology, Allergology and Environmental Science	35 Yrs.	02 Ph.d Produced
Dr. Abhay Kumar Singh	M.Sc, Ph.D	Assocaite Professor	Mycology & Plant Pathology	34 Yrs.	----

11. List of senior visiting faculty :

1.	Prof. Dr. Mahesh Roy (Dept. of Botany, R N College, Hajipur)
2.	Dr. D D Pandey (HoD, Botany, Nalanda College, Biharsharif)
3.	Dr. Sameer Kumar Verma (Former HoD,) VKSU, Ara
4.	Dr. Nandje Kumar (Rtd. Prof. & Head) Dept. of Botany, M U Bodh-Gaya

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : 15% Lectures delivered by Visiting Faculty Members in B.Sc. (Hons.) & 20 % in M.Sc.

13. Student -Teacher Ratio (programme wise) : UG 100:01; PG 94:01

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled :

Sporting Staff	Sanction Post	Filled
Demonstrator	04	01
Store Keeper	01	01
Gardiner	01	01
Peon	04	01

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG. :

Faculty	Ph.D.	M.Phil.	M.A.
Permanent	05	---	---
Part time/ Visiting Faculty	04		

16. Number of faculty with on going projects from

a) National

b) International funding agencies and grants received :

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : Nil

18. Research Centre /facility recognized by the University :

Recognised Research Center by Veer Kunwar Singh University, Ara.

19. Publications: :

- * Publication per faculty :
- * Number of papers published in peer reviewed journals (national / international) by faculty and students :
- * Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) :
- * Monographs :
- * Chapter in Books :
- * Books Edited :
- * Books with ISBN/ISSN numbers with details of publishers :
- * Citation Index :
- * SNIP :
- * SJR :
- * Impact factor :
- * h-index :

Publication Summary

Name of Faculty Member	Number of papers published in peer reviewed journals (national / international) by faculty and students	Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)	Monographs	Chapter in Books	Books edited	Books with ISBN/ISSN numbers with details of publishers	Citation index	SNIP	SJR	Impact Factor	h-index
Dr. Chandra Shekhar Chaudhary	20										
Dr. Satish Kumar	17										
Dr. Abhay Kumar Singh	14										

Dr. Ahmad Masood	23									
Dr. Anand Prasad	10									

Name of Faculty Members	Paper Publication			Book Published	Chapter in Book	Translation Work
	National	International	Regional			
						Participated in Technical & Scientific Terminology
Dr. Chandra Shekhar Chaudhary	17	03				
Dr. Satish Kumar	10					
Dr. Abhay Kumar Singh	09	01				
Dr. Ahmad Masood	11	12				
Dr. Anand Prasad	09					

20. Areas of consultancy and income generated :

1. Soil testing facilities provided to local farmers for decisive cultivation free of Cost.
2. Medicinal Plants, its uses in curing diseases

21. Faculty as members in

- a) National committees : **None**
- b) International Committees : **None**
- c) Editorial Boards. : **None**

Name of Faculty Member	National committees	International Committees	Editorial Boards.
Dr. Chandra Shekhar Chaudhary	1. Life member of Indian Science Congress Association 2. Life member of Indian Botanical Society 3. Life member society of Life sciences of India		Advance Bio Research Modern Journal of Life science International Journal of Mendel
Dr. Satish Kumar			
Dr. Abhay Kumar Singh			

Dr. Ahmad Masood	1. Life member of Indian Science Congress Association 2. Life member of Indian Botanical Society 3. Life member society of Life sciences of India		Modern Journal of Life Science
Dr. Anand Prasad			

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme : **All students of PG do in-house project as part of course Curriculum.**
- b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/other agencies : **Nil**

23. Awards / Recognitions received by faculty and students :

Recognitions received by Teachers:

Name of Faculty Member	Award	Year
Dr. Anand Prasad		
Dr. Chandra Shekhar Chaudhary		
Dr. Satish Kumar	FMA	2000
Dr. Abhay Kumar Singh		
Dr. Ahmad Masood		

Awards received by students:

- (a) **Fellowship/Award: Nil**
(b) **Position Holders—Students**

24. List of eminent academicians and scientists / visitors to the department :

- (i) **Dr. S N Singh (Former Director, Environment Science, Chief Scientist & Area Co-diatnor, NBRI (National Botanical Research Institute, Lucknow)**
- (ii) **Dr. B R Choudhary (Former Head Dept. of Botany, BHU, Varanasi)**

25. Seminars/ Conferences/Workshops organized & the source of funding

- a) **National :**
b) **International :**

Sl.No.	Year	Title of Seminars/Conference/ Workshop	Coverage level: Departmental/Local/Regional/National/International	Funding Agency	Organized by
01	1988	Ecophysiological studies in some variety of rapeseed	National	UGC	Dept. of Botany H D Jain College, Ara

26. Student profile programme/course wise : Average students profile of last three Academic Years (2014-15, 2015-16 & 2016-17)

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			M	F	
B.Sc. Part-I (Hons.)	150	75	50	25	98%
B.Sc. Part-II (Hons.)	75	75	40	35	98%
B.Sc. Part-III (Hons.)	65	65	25	40	98%
P.G. Sem. - I	120	50	30	20	98%
P.G. Sem. – II	45	45	35	10	96%
P.G. Sem. - III	35	35	15	20	97%
P.G. Sem. - IV	58	58	35	23	98%

*M = Male *F = Female

27. Diversity of Students (Average Data of Previous three Academic Years from 2016-17)

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
B.Sc. (Botany. Hons.) Part-I	98%	02 %	Nil
B.Sc. (Botany. Hons.) Part-II	97%	03 %	Nil
B.Sc. (Botany. Hons.) Part-III	98%	02 %	Nil
P.G. Sem. – I	98%	02 %	Nil
P.G. Sem. – II	97%	03 %	Nil
P.G. Sem. – III	98%	02 %	Nil
P.G. Sem. – IV	98%	02 %	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? :

Approximately 10-15% have cleared national and State competitive examinations, Exact Data is not Available.

29. Student progression

Student progression	Against % enrolled
UG to PG	30-45%
PG to M.Phil.	Data Not Available
PG to Ph.D.	Data Not Available
Ph.D. to Post-Doctoral	Data Not Available
Employed	
<ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	Data Not Available
Entrepreneurship/Self-employment	Data Not Available

30. Details of Infrastructural facilities

a) **Library**

: Apart from College Central Library, Dept. of Botany has also got its Seminar Library in which Each year, Department of Botany adds new books/editions to enrich the library for the accessibility of the books to students.

b) Internet facilities for Staff & Students

: The College campus is Wi-Fi enabled. The Staff and Students have free access to internet.

c) Class rooms with ICT facility

: **One Smart Class Rooms is available Exclusively for Dept. of**

Botany used for UG & PG students on shared basis.

d) Laboratories

: Two UG Lab, One PG Lab & One Research Laboratory is available with adequate equipments.

31. Number of students receiving financial assistance from college, university, government or other agencies :
About 20% of total enrollments of UG & PG (SC/ST/BC-I, Minority & Girls Students) gets financial assistance from welfare Department of Bihar State Government prior to academic year 2016-17. From academic session 2016-17 Bihar State Government has implemented 100% free education upto UG level for SC/ST/ & Girls Student.
32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts :
Different types of Students' enrichment programmes such as special lecture by external experts, Group Discussions, Quizzes, Debates, workshops and Departmental Seminars are organised on regular basis in the dept.
33. Teaching methods adopted to improve student learning :
- **Classroom interaction for better understanding of the concepts and problem solving.**
 - **Use of projectors for teaching theory and practical problems and for students to deliver presentations as part of their curriculum.**
 - **Students are given projects on topics concerning the subject so as to increase their understanding of the subject.**
 - **The lab protocol is given to the students prior to practical classes.**
 - **We have in-built and self regulatory discipline policy where in students are required to attend every activity of the class and maintain records and files which are checked by the teacher and credit is given to only those students who get it signed there and then. This helps in maintaining discipline and attendance of the student.**
34. Participation in Institutional Social Responsibility (ISR) and Extension activities :
Many students are involved in ISR Activities through various societies, clubs and activities of the College like Eco Club, Cultural Society, NSS, NCC, Swachha Bharat Mission etc.
35. SWOC analysis of the department and Future plans :

Strengths

- Highly dedicated and qualified faculty members.
- Excellent University results
- Good Laboratory facilities
- Alumni support to guide the students.
- Intellectually stimulating atmosphere in the Department.
- Healthy interaction between teachers and students.
- Meritorious students eager to learn more.
- The faculty of the Department specializes in areas that are chronologically staggered and thematically diverse. This allows paper-wise coverage of the entire programme by teachers, allowing the students to have a holistic perspective of issues.

Weaknesses

- Lack of non teaching assistants
- There is no facility for Braille reading software like JOSH for PWD students.
- Preference for technical/ paramedical and other vocational courses drives away the front rankers. Students opting for general degree courses are not only economically challenged but also less meritorious.

Opportunities

- The students are trained to handle the science projects. They are trained for appearing in various competitions after graduation.
- The Teachers regularly do career counselling for students and make them aware of the opportunities after the graduation.
- Good grooming of students, who come from different schools and with diverse cultural and economic backgrounds, for overall personality development;
- Undertaking research-oriented activities to develop scientific temperament among the students;

Challenges

- To motivate the students to pursue Botany at the postgraduate level;
- To inculcate values and focus on holistic development of the student; and
- To sensitize our students to the needs of society.

- It takes more time in settling down studying pure sciences so many of good students get diverted to other lucrative jobs.

Future Plans

- To establish a plant tissue culture laboratory.
- To make efforts to introduce more plant species of taxonomic significance, collected from outside Bihar, into the Botanical Garden.
- To have more research oriented innovation projects to instill scientific temper among the students and encourage the pursuit of science.
- To invite lectures from eminent scientists to keep students abreast with the latest in science.
- To visit reputed labs/ research centers and interact with the scientists.
- To name /label all the trees growing in the College. The label will include the scientific names, the local names and the land of origin. This will help the students in identifying the trees dotting the College landscape.
- To strengthen the infrastructure so that the students can have hands on experience of the latest techniques developed in the field of biotechnology and molecular biology.
- Create a research center with collaboration with other disciplines and institutions.
- We have plans to organize workshop/ seminars/ special lectures in collaboration with other colleges and institutes.

Evaluative Report of the Departments

1. Name of the department: **Department of Zoology**
2. Year of Establishment : **1950**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) :
(a) Undergraduate: B.Sc. (Hons.) Zoology (Three Years)
(b) Postgraduate: M.Sc. (Zoology) (Two Years)

4. Names of Interdisciplinary courses and the departments/units involved :

Name of course	Department (s)/unit (s) involved
B.Sc. (Hons.) Zoology	Hindi, English, Sanskrit, Botany, Chemistry

5. Annual/ semester/choice based credit system (programme wise) :
(a) Undergraduate: B.Sc. (Hons.) Zoology (Three Years) - Annual
(b) Postgraduate: M.Sc. (Zoology) (Two Years)- Semester System
6. Participation of the department in the courses offered by other departments : **As subsidiary paper in faculty of Science.**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **Nil**
8. Details of courses/programmes discontinued (if any) with reasons : **No**
9. Number of Teaching posts :

	Sanctioned	Filled
Professor	---	01
Associate professor	---	01
Asst. professor	07	---

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Ajit Kumar Sinha	M.Sc, Ph.D	Professor	Entomology	30 Yrs.	02 Ph.D Produced
Dr. Anjali Gupta	M.Sc, Ph.D	Associate Professor	Entomology, Aqua Biology	13 Yrs.	01 Ph.D Produced

11. List of senior visiting faculty :

1.	Dr. A K Dubey
2.	Dr. K N Tiwary

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : **56% Lectures delivered by Visiting Faculty Members**

13. Student -Teacher Ratio (programme wise) : **UG 102:01; PG 94:01**

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled :

Sporting Staff	Sanction Post	Filled
Demonstrator	04	03
Store Keeper	01	01
Peon	04	02

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG. :

Faculty	Ph.D.	M.Phil.	M.A.
Permanent	02	---	---
Part time/ Visiting Faculty	02		

16. Number of faculty with on going projects from

- National
- International funding agencies and grants received :

Name of the teacher	Nature of the Project	Duration	Title of the Project	Name of the funding agency	Total Grant	Total grant received till date	Equipment purchased for the project
Dr. Ajit Kumar Sinha							
Dr. Anjali Gupta							

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : **Nil**

Project	Project Investigator	Funding Agency	Grant (Rs.)

18. Research Centre /facility recognized by the University : Yes (Recognised research center of VKSU, Ara)

19. Publications: :

- * Publication per faculty :
- * Number of papers published in peer reviewed journals (national / international) by faculty and students :
- * Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) :
- * Monographs :
- * Chapter in Books :
- * Books Edited :
- * Books with ISBN/ISSN numbers with details of publishers :
- * Citation Index :
- * SNIP :
- * SJR :
- * Impact factor :
- * h-index :

Publication Summary

Name of Faculty Member	Number of papers published in peer reviewed journals (national / international) by faculty and students	Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)	Monographs	Chapter in Books	Books edited	Books with ISBN/ISSN numbers with details of publishers	Citation index	SNIP	SJR	Impact Factor	h-index
Dr. Ajit Kumar Sinha	23	--	--	--	--	--	--	--	--	--	--
Dr. Anjali Gupta	03	--	--	--	--	--	--	--	--	--	--

Name of Faculty Members	Paper Publication			Book Published	Chapter in Book	Translation Work
	National	International	Regional			
Dr. Ajit Kumar Sinha	23	--	--	--	--	--
Dr. Anjali Gupta	03	--	--	--	--	--

20. Areas of consultancy and income generated : Nil

21. Faculty as members in

- a) National committees
- b) International Committees
- c) Editorial Boards.

Name of Faculty Member	National committees	International Committees	Editorial Boards.
Dr. Ajit Kumar Sinha	<ol style="list-style-type: none"> 1. Life membership of Indian Science congress (Life membership No. L 3690) 2. Fellow of Academy of Zoology (F.A.Z.) Agra, Since 1989. 3. Fellow of Zoological society of India (F.Z.S.I) since 1989. 		<ul style="list-style-type: none"> • Annual College Magazine "Abhiyaan" • Co-editor of college magazine "Lakshya" published by G.B. Mahavidyalaya, Ramgarh. (Kaimur)
Dr. Anjali Gupta	<ol style="list-style-type: none"> 1. Life membership of Indian Science congress (L) 2. Treasurer of Society of Life Science of India (ISSN – No. 0973-0117) 3. Life Fellow of FMSET & FICCB Since 2011 		

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme : **All students of PG do in-house project as part of course Curriculum.**

- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies : Nil

23. Awards / Recognitions received by faculty and students :

Recognitions received by Teachers:

Name of Faculty Member	Award	Year
Dr. Ajit Kumar Sinha	• Magadh University Gold Medal for securing First class first position at M.Sc. (Zoology).	1981
	• Madhubi-Shyam Gold medal for outstanding research and academic contribution in Entomology by Zoological Society of India at Chennai.	2012
	• Achievements Award for excellence and contribution in chosen field of research activity by Napier Indian advanced research journal of sciences at VKS University, Ara.	2015
Dr. Anjali Gupta		

Awards received by students:

(a) Fellowship/Award:

Name of Student	Fellowship/Award	Supervisor
Mr. Asit Kumar	Junior research fellow (JRF)	Dr. Ajit Kumar Dubey

24. List of eminent academicians and scientists / visitors to the department :

25. Seminars/ Conferences/Workshops organized & the source of funding

- a) National : N/A
b) International : N/A

26. Student profile programme/course wise : Average students profile of last three Academic Years (2014-15, 2015-16 & 2016-17)

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			M	F	
B.Sc. Part-I (Hons.)	300	75	19	56	98%
B.Sc. Part-II (Hons.)	68	68	20	48	98%
B.Sc. Part-III (Hons.)	65	65	35	30	98%
P.G. Sem. - I	325	50	15	35	98%

P.G. Sem. – II	48	48	20	28	96%
P.G. Sem. - III	45	45	20	25	97%
P.G. Sem. - IV	42	42	20	22	98%

*M = Male *F = Female

27. Diversity of Students (Average Data of Previous three Academic Years from 2016-17)

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
B.Sc. (Zoology Hons.) Part-I	98%	02 %	Nil
B.Sc. (Zoology Hons.) Part-II	97%	03 %	Nil
B.Sc. (Zoology. Hons.) Part-III	98%	02 %	Nil
P.G. Sem. – I	98%	02 %	Nil
P.G. Sem. – II	97%	03 %	Nil
P.G. Sem. – III	98%	02 %	Nil
P.G. Sem. – IV	98%	02 %	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? :
Approximately 10-15% have cleared national and State competitive examinations, Exact Data is not Available.

29. Student progression

Student progression	Against % enrolled
UG to PG	30-45%
PG to M.Phil.	Data Not Available
PG to Ph.D.	Data Not Available
Ph.D. to Post-Doctoral	Data Not Available
Employed	
<ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	Data Not Available
Entrepreneurship/Self-employment	Data Not Available

30. Details of Infrastructural facilities

- a) Library : Apart from College Central Library, Dept. of Zoology has also got it's Seminar Library in which Each year, Department of Zoology adds new books/editions to enrich the library for the accessibility of the books to students.
- b) Internet facilities for Staff & Students : The College campus is Wi-Fi enabled. The Staff and Students have free access to internet.
- c) Class rooms with ICT facility : One Smart Class Rooms is available Exclusively for Dept. of Zoology used for UG & PG students on shared basis.
- d) Laboratories : Two UG Lab., One PG Lab. & One Research Laboratory is available with adequate equipments.
31. Number of students receiving financial assistance from college, university, government or other agencies :
About 35% of total enrollments of UG & PG (SC/ST/BC-I, Minority & Girls Students) gets financial assistance from welfare Department of Bihar State Government prior to academic year 2016-17. From academic session 2016-17 Bihar State Government has implemented 100% free education upto UG level for SC/ST/ & Girls Student.
32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts :
Different types of Students' enrichment programmes such as special lecture by external experts, Group Discussions, Quizzes, Debates, workshops and Departmental Seminars are organised on regular basis in the dept.
33. Teaching methods adopted to improve student learning :
- Interactive teaching and collaborative methods are used in the classroom, that include 'learning by doing', 'problem solving' techniques, focus on 'critical thinking', etc.
 - Regular presentations are conducted to hone students confidence levels and analytical thinking on how to approach a new problem innovatively.
 - Class assessments-writing of assignments.
 - Group Discussion, 'problem solving',

- Powerpoint presentations,
 - Oral presentations on research papers and review articles related to biotechnological methods.
 - Short scientific films on environmental issues like global warming, rain harvesting etc.
 - Preparation of laboratory files in innovative ways, projects etc.
 - Field trips etc.
34. Participation in Institutional Social Responsibility (ISR) and Extension activities :
Many students are involved in ISR Activities through various societies, clubs and activities of the College like Eco Club, Cultural Society, NSS, NCC, Swachha Bharat Mission etc.
35. SWOC analysis of the department and Future plans :

Strengths

- The department has well established teaching facilities with modern infrastructure .
- The socio-cultural and economic profile of the students in the Department is diverse and heterogeneous, thus contributing to a sense of inclusive learning process.
- A number of faculty members are actively engaged in syllabus-making at the university level.
- The department is a perfect blend of experience and young workforce with enormous talent, energy and enthusiasm to perform and enrich the department and enhance the name of the Institution. Educational trips are organized by the department every year to enhance and enrich student's knowledge, analytical skills and cognitive abilities.

Weaknesses

- Acute Shortage of permanent teaching faculty members.
- There are infrastructural constraints coupled with lack of teaching and non-teaching staff. All this adds to the weaknesses of the department. Financial crunch further stifles the students as they are unable to perform experiments.
- Bilingual teaching is not a feature of the Department formally. Hindi reading resources for students are not easily available.
- There is no facility for Braille reading software like JOSH for PWD students.

Opportunities

- Overall scientific temperament to be built among the students
- Good exposure to recent avenues in various fields
- Good grooming for overall personality development

Challenges

- To maintain the Department's position in the University as part of the best College
- To maintain the high pass percentage of our Department.
- To providing more industrial exposure to students.
- To generate the internal resources of the department.
- Communication skill among the students coming from rural background to be developed.

Future Plans

- The additional space may be utilized to keep devices and equipments (computers for example) related to skill enhancement courses
- Equipping all class rooms with ICT devices to tap e-resources for pedagogical purposes on a continual base.
- Extension of Research facilities and infrastructure for teachers not involved in research as yet.
- Applying for innovation and inter college collaboration of Zoology department to be prioritized.
- To make provisions for internship of students.
- We plan to bring more research grants to the Department and equip it with latest facilities.
- We also plan to give hands-on training to every student of our Department.
- We plan to expand our horizons and have collaborative ventures with research centres of national repute.
- We plan to published Journal from the Department.
- To start new job oriented Vocational Courses of applied Zoology such as Fish & Fisheries, Biotechnology etc.

Evaluative Report of the Departments

1. Name of the department : **Department of Commerce & Business Management**
2. Year of Establishment : **1945**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) :
(a) Undergraduate: B.Com. (Hons.) Commerce (Three Years)
(b) Postgraduate: M.Com. (Commerce) (Two Years)

4. Names of Interdisciplinary courses and the departments/units involved :

Name of course	Department (s)/unit (s) involved
B.Com. (Hons.) Accounts	(Accounts Group) Principal of Economics, Business Study, Money/Banking, Enterprenuership, Hindi, English

5. Annual/ semester/choice based credit system (programme wise) :
(a) Undergraduate: B.Com. (Hons.) Accounts (Three Years) - Annual
(b) Postgraduate: M.Com. (Commerce) (Two Years)- Semester System
6. Participation of the department in the courses offered by other departments : **As subsidiary paper in faculty of Social Science.**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **Nil**
8. Details of courses/programmes discontinued (if any) with reasons : **No**
9. Number of Teaching posts :

	Sanctioned	Filled
Professor	---	03
Associate professor	---	01
Asst. professor	09	---

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Chandra Shekhar Singh	M.Com., Ph.D	Associate Professor	Labour and Social Welfare	37 Yrs.	04 Ph.d Produced
Dr. Jitendra Kumar	M.Com., Ph.D	Professor	Marketing Management	30 Yrs.	04 Ph.D Produced

Dr. Sanjay Kr. Singh	M.Com., Ph.D	Professor	Labour and Social Welfare	28 Yrs.	08 Ph.D Produced
Dr. Rajendra Pandey	M.Com., Ph.D	Professor	Financial Management	33 Yrs.	06 Ph.D Produced

11. List of senior visiting faculty :

1.	Prof. P N Singh (Former Principal, HoD) H.D Jain College, Ara
2.	Prof. T Lal (Former Head, University) Dept. of Commerce
3.	Prof. D Mishra

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : N/A

13. Student -Teacher Ratio (programme wise) : UG 225:01; PG 160:01

14. Number of academic support staff (technical) and administrative staff, sanctioned and filled : Peon: 01

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG. :

Faculty	Ph.D.	M.Phil.	M.A.
Permanent	04	---	---
Part time/ Visiting Faculty			

16. Number of faculty with on going projects from

a) National : N/A

b) International funding agencies and grants received : N/A

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : Nil

18. Research Centre /facility recognized by the University : Nil

19. Publications: :

* Publication per faculty :

* Number of papers published in peer reviewed journals (national / international) by faculty and students :

* Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) :

* Monographs :

* Chapter in Books :

- * Books Edited :
- * Books with ISBN/ISSN numbers with details of publishers :
- * Citation Index :
- * SNIP :
- * SJR :
- * Impact factor :
- * h-index :

Publication Summary

Name of Faculty Member	Number of papers published in peer reviewed journals (national / international) by faculty and students	Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)	Monographs	Chapter in Books	Books edited	Books with ISBN/ISSN numbers with details of publishers	Citation index	SNIP	SJR	Impact Factor	h-index
Dr. Chandra Shekhar Singh											
Dr. Jitendra Kumar	11			01	01						
Dr. Sanjay Kr. Singh	13										
Dr. Rajendra Pandey	14										

Name of Faculty Members	Paper Publication			Book Published	Chapter in Book	Translation Work
	National	International	Regional			
Dr. Chandra Shekhar Singh			04			
Dr. Jitendra Kumar	11	03			01	
Dr. Sanjay Kr. Singh	13	02				

Dr. Rajendra Pandey	14	05			
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20. Areas of consultancy and income generated : Nil

21. Faculty as members in

- a) National committees
- b) International Committees
- c) Editorial Boards.

Name of Faculty Member	National committees	International Committees	Editorial Boards.
Dr. Chandra Shekhar Singh			
Dr. Jitendra Kumar	<ul style="list-style-type: none"> All India Commerce Association. Indian Academy of Social Science 		<ul style="list-style-type: none"> Editor-Shodhkrity ISSN 23197447 Published by Budha Institute of Higher Education, Ara Multidisciplinary refereed quarterly Journal. College Annual Magazine "Abhiyaan".
Dr. Sanjay Kr. Singh	<ul style="list-style-type: none"> Life Member of All India Commerce Association. Life Member of all India Economics Association. Life Member of Bihar Economic Association. Life Member of Quarterly Journal of Management Development. 		
Dr. Rajendra Pandey			<ul style="list-style-type: none"> Editor-Shodhkrity ISSN 23197447 Published by Budha Institute of Higher Education, Ara Multidisciplinary refereed quarterly Journal. Member of Indian Journal of Development Research ISSN 2249104, Varanasi

		<ul style="list-style-type: none"> • College Annual Magazine “Abhiyaan”.
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22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme: **All students of PG do in-house project as part of Course Curriculum.**
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies : **Nil**

23. Awards / Recognitions received by faculty and students :

Recognitions received by Teachers:

Name of Faculty Member	Award	Year
Dr. Chandra Shekhar Singh		
Dr. Jitendra Kumar		
Dr. Sanjay Kr. Singh		
Dr. Rajendra Pandey	<ul style="list-style-type: none"> • Magadh University Gold Medal Award • UGC Junior & Senior Research Fellowship Magadh University, Bodh-Gaya. 	

Awards received by students:

- (a) Fellowship/Award: Nil
- (b) Position Holders—Students
2014-15 : Gaurav Raj University topper in M.Com

24. List of eminent academicians and scientists / visitors to the department :

1.	Prof. P N Singh (Former Principal, HoD) H.D Jain College, Ara
2.	Prof. T Lal (Former Head, University) Dept. of Commerce

25. Seminars/ Conferences/Workshops organized & the source of funding

- a) **National** :
- b) **International** :
- c) **Local Seminar** : 04

26. Student profile programme/course wise : Average students profile of last three Academic Years (2014-15, 2015-16 & 2016-17)

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			M	F	
B.Com (A/C. Hons.) Part-I	800	450	345	105	98%
B.Com (A/C. Hons.) Part-II	425	425	310	115	98%
B.Com (A/C. Hons.) Part-III	410	410	290	120	98%
M.Com. Sem. - I	1500	156	123	33	98%
M.Com.Sem. – II	152	152	127	25	96%
M.Com. Sem. - III	145	145	110	35	97%
M.Com. Sem. - IV	142	142	109	33	98%

*M = Male *F = Female

27. Diversity of Students (Average Data of Previous three Academic Years from 2016-17)

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
B.Com. (A/C. Hons.) Part-I	98%	02 %	Nil
B.Com. (A/C. Hons.) Part-II	97%	03 %	Nil
B.Com. (A/C. Hons.) Part-III	98%	02 %	Nil
M.Com.Sem. – I	98%	02 %	Nil
M.Com.Sem. – II	97%	03 %	Nil
M.Com.Sem. – III	98%	02 %	Nil
M.Com.Sem. – IV	98%	02 %	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? :
Approximately 10-15% have cleared national and State competitive examinations, Exact Data is not Available.

29. Student progression

Student progression	Against % enrolled
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UG to PG	30-45%
PG to M.Phil.	Data Not Available
PG to Ph.D.	Data Not Available
Ph.D. to Post-Doctoral	Data Not Available
Employed	
<ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	Data Not Available
Entrepreneurship/Self-employment	Data Not Available

30. Details of Infrastructural facilities

- a) **Library** : **Apart from College Central Library, Dept. of Commerce has also got its Seminar Library in which Each year, Department of Commerce adds new books/editions to enrich the library for the accessibility of the books to students.**
- b) **Internet facilities for Staff & Students** : **The College campus is Wi-Fi enabled. The Staff and Students have free access to internet.**
- c) **Class rooms with ICT facility** : **One Smart Class Rooms is available Exclusively for Dept. of Commerce used for UG & PG students on shared basis.**
- d) **Laboratories** : **A Commerce Lab. is available with all equipments required for hands-on-experience to handle real life Accountings of an organization such as Computer, Accounting Package (Software), Internet, Printer & Professional Chartered Accountant/ Senior Professional Accountant are hired as resource person to trained Commerce Students with technique of day-to-day real life Accounting & Auditing.**

31. Number of students receiving financial assistance from college, university, government or other agencies :

About 20% of total enrollments of UG & PG (SC/ST/BC-I, Minority & Girls Students) gets financial assistance from welfare Department of Bihar State Government prior to academic year 2016-17. From academic session 2016-17 Bihar State Government has implemented 100% free education upto UG level for SC/ST/ & Girls Student.

32. Details on student enrichment programmes (special lectures / workshops /seminar)

with external experts :

Different types of Students' enrichment programmes such as special lecture by external experts, Group Discussions, Quizzes, Debates, workshops and Departmental Seminars are organised on regular basis in the dept.

33. Teaching methods adopted to improve student learning :

The department combines the traditional methods of teaching with modern methods and is having student centric approach towards teaching. There is a provision of presentations by students and the interactive methods are used to make teaching- learning more effective. Some of the classrooms have the LCD projectors for making power point presentations required for teaching. The well connected wi-fi system of the college ensures the access to worldwide information with a click of a key. To bring about practical understanding of curriculum A Commerce Lab. has been Established with all equipments required for hands-on-experience to handle real life Accountings of an organization such as Computer, Accounting Package (Software), Internet, Printer & Professional Chartered Accountant/ Senior Professional Accountant are hired as resource person to trained Commerce Students with technique of day-to-day real life Accountig & Auditing.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities : Many students are involved in ISR Activities through various societies, clubs and activities of the College like Eco Club, Cultural Society, NSS, NCC, Swachha Bharat Mission etc.

The enrollment of students and their participation in various activities conducted by NSS varying from seminar on topical issues like "Youth And Volunteerism to seminar on Global Warming and from various drives organised by NSSvarying from 'Clean Campus Drive' to 'Tree Plantation Drive' are an indication of the sensitivity of the students of the Department of Commerce towards national, social, economic and environmental issues. Some of the students are also actively participating in community work like teaching children belonging to downtrodden sections of society.

35. SWOC analysis of the department and Future plans :

Strengths

- Department has well qualified and dedicated faculty.
- Pedagogy involves a mix of blackboard teaching with PowerPoint presentations.
- Pro-active students.
- Strong alumni base.
- Provision of counseling to the students regarding career options and

opportunities available to them.

- Giving IT-related projects in the area of marketing, finance, accounting, etc. The department of Commerce at H D Jain College is a unique blend of experienced senior faculty and young faculty who complement each other.
- Some of the faculty members regularly update themselves by attending refresher courses, orientation programmes, workshops and national and international level conferences. Some of them have excellent publication record. Most of the faculty members are proficient in ICT technology.
- High intake of students
- Good university results
- Students have been contributing to social causes and are sensitive towards social, culture, economic and environmental issues.
- Diversity of students and teachers is yet another strength of the department. Diversity of students necessitates development of diverse teaching strategies to ensure inclusive college classrooms.

Weaknesses

- Financial constraints in organizing educational field trips for students to help them have a practical approach for the curriculum and for developing more interest in learning among students.
- Infrastructural constraints in terms of office space for carrying out research and administrative work more effectively.
- Acute Shortage of permanent teaching faculty members.

Opportunities

- With competent faculty there is a scope for publishing an annual journal of the Department.
- There is also a need for holding more departmental seminars on current topics of relevance in the field of commerce and economics on weekly/fortnightly/monthly basis to promote research environment.
- With an active placement cell in place there is an opportunity to create more employment opportunities for students.
- To enhance and motivate the students more towards field work.
- To make the students view the commercial world beyond books.

Challenges

- How and what kind of vocational training should be provided to students so that they can generate self employment for them?
- How to have industry- university linkages so that more employment opportunities are created for them?
- How to provide them value based education in Commerce?
- Making all Commerce class rooms ICT-enabled: at present the Department has this facility only in one room.
- The collection at the Department library level needs to cater to the study material requirement for visually challenged (PWD) students.
- To make the students unlearn the un-critical acceptance of text books that they study in schools.
- Guiding students to overcome problems related to IT usage, language and analytical skills.
- To arrange interface sessions among current and old students.

Future Plans

- To align theory with practice
- To align academia with industry
- To inculcate value based education in Commerce
- To foster a sense of enterprise and professionalism.
- Conducting corporate interface lectures on regular basis.
- Conducting personality development workshop for students.
- Forming a Departmental career guidance committee comprising of faculty members, a few representatives from the alumni, and students currently enrolled.
- Enhancing job-oriented skills of students such as paper presentation, group discussions, peer group interaction, etc.
- In the globalised world, new avenues are emerging at very rapid rate for the students of the department of Commerce. Our plan is to start various statutory regulatory Boodies approved PG Courses in Applied Commence as such MBA, CA, Banking & Insurance.

Evaluative Report of the Departments

1. Name of the department : **Department of B B A (Under Self Financial Scheme)**
2. Year of Establishment : **2004**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) :
(a) Undergraduate: BBA (Three Years)
Bachelor of Business Administration.

4. Names of Interdisciplinary courses and the departments/units involved :

Name of course	Department (s)/unit (s) involved
BBA	Economics, Business Study, Money/Banking, Enterpreneuership, Hindi, English

5. Annual/ semester/choice based credit system (programme wise) :
(a) Undergraduate: BBA (Three Years) - Annual
6. Participation of the department in the courses offered by other departments :
BSc.(IT), Dept. of Economics, Dept. of Commerce & English
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **Nil**
8. Details of courses/programmes discontinued (if any) with reasons : **No**
9. Number of Teaching posts :

	Sanctioned	Filled
Professor	---	---
Associate professor	---	---
Asst. professor	---	---

- * **Since the Vocational Course BBA runs under self financed scheme, there is no sanctioned post. The Teachers & Resource persons are invited to engage classes on per class renunntation basis/Contractual basis.**
05 (Five) Teachers/Resource Persons are Engaged to run the Department.

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Prof. (Dr.) P N Singh	M.Com., Ph.D	Rtd. Professor	Accounts	35 Yrs.	05 Ph.D Produced
Dr. Sanjay Kumar Singh	M.Com., Ph.D	Professor	Labour & Social Welfare	28 Yrs.	06 Ph.D Produced
Dr. Jitendra Kumar	M.Com., Ph.D	Professor	Marketing Management	30 Yrs.	02 Ph.D Produced
Dr. Dev Jee Mishra	M.Com., Ph.D	Resource Person	A/C& Taxation	08 Yrs.	-----
Mr. Sujit Kumar	M.Com.	Resource Person	Marketing	05 Yrs.	-----

11. List of senior visiting faculty :

1.	Prof. (Dr.) Paras Nath Singh (Former Principal) VKSU, Ara
2.	Prof. (Dr.) T Lal (Ex. Head & Dean)

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : 100% Lectures delivered by visiting Faculty Members

13. Student -Teacher Ratio (programme wise) : UG 50:01

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : Lab Assistant : 02, Peon: 01,

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG. :

Faculty	Ph.D.	M.Phil.	M.Com.
Part time/ Visiting Faculty	05		01

16. Number of faculty with on going projects from

a) National : N/A

b) International funding agencies and grants received : N/A

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : Nil

18. Research Centre /facility recognized by the University : Nil

19. Publications: :

- * Publication per faculty :
- * Number of papers published in peer reviewed journals (national / international) by faculty and students :
- * Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) :
- * Monographs :
- * Chapter in Books :
- * Books Edited :
- * Books with ISBN/ISSN numbers with details of publishers :
- * Citation Index :
- * SNIP
- * SJR
- * Impact factor :
- * h-index :

Publication Summary

Name of Faculty Member	Number of papers published in peer reviewed journals (national / international) by faculty and students	Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)	Monographs	Chapter in Books	Books edited	Books with ISBN/ISSN numbers with details of publishers	Citation index	SNIP	SJR	Impact Factor	h-index
Prof. (Dr.) P N Singh	10										
Dr. Sanjay Kumar Singh	05										
Dr. Jitendra Kumar	04										
Dr. Dev Jee Mishra	05										
Mr. Sujit Kumar	04										

Name of Faculty Members	Paper Publication			Book Published	Chapter in Book	Translation Work
	National	International	Regional			
Prof. (Dr.) P N Singh	10					
Dr. Sanjay Kumar Singh	05					
Dr. Jitendra Kumar	04					
Dr. Dev Jee Mishra	05					
Mr. Sujit Kumar	04					

20. Areas of consultancy and income generated : Nil

21. Faculty as members in

- a) National committees
- b) International Committees
- c) Editorial Boards.

Name of Faculty Member	National committees	International Committees	Editorial Boards.
Prof. (Dr.) P N Singh			
Dr. Jitendra Kumar	<ul style="list-style-type: none"> • All India Commerce Association. • Indian Academy of Social Science 		<ul style="list-style-type: none"> • Editor-Shodhkrity ISSN 23197447 Published by Budha Institute of Higher Education, Ara Multidisciplinary refereed quarterly Journal. • College Annual Magazine "Abhiyaan".
Dr. Sanjay Kr. Singh	<ul style="list-style-type: none"> • Life Member of All India Commerce Association. • Life Member of all India Economics Association. • Life Member of Bihar Economic Association. • Life Member of Quarterly Journal of Management Development. 		

Dr. Dev Jee Mishra			
Mr. Sujit Kumar			

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme: **All students of PG do in-house project as part of Course Curriculum.**
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies : **Nil**

23. Awards / Recognitions received by faculty and students : N/A

24. List of eminent academicians and scientists / visitors to the department :

25. Seminars/ Conferences/Workshops organized & the source of funding

- a) **National : N/A**
- b) **International : N/A**

26. Student profile programme/course wise : Average students profile of last three Academic Years (2014-15, 2015-16 & 2016-17)

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			M	F	
BBA- Part - I	122	22	16	6	98%
BBA-Part - II	20	20	15	05	98%
BBA -Part -III	18	18	12	06	98%

*M = Male *F = Female

27. Diversity of Students (Average Data of Previous three Academic Years from 2016-17)

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
BBA –I	100%	Nil	Nil
BBA–II	100%	Nil	Nil
BBA -III	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? :
Approximately 10-15% have cleared national and State competitive examinations, Exact Data is not Available.

29. Student progression

Student progression	Against % enrolled
UG to PG	30-45%
PG to M.Phil.	Data Not Available
PG to Ph.D.	Data Not Available
Ph.D. to Post-Doctoral	Data Not Available
Employed	
<ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	Data Not Available
Entrepreneurship/Self-employment	Data Not Available

30. Details of Infrastructural facilities

- a) **Library** : **Apart from College Central Library, Dept. of Business Administration has also got its' Seminar Library in which Each year, Department of Business Administration adds new books/editions to enrich the library for the accessibility of the books to students.**
- b) **Internet facilities for Staff & Students** : **The College campus is Wi-Fi enabled. The Staff and Students have free access to internet.**
- c) **Class rooms with ICT facility** : **One Smart Class Rooms is**

available Exclusively for Dept. of Business Administration used for UG & PG students on shared basis.

- d) Laboratories : A Commerce Lab. is available with all equipments required for hands-on-experience to handle real life Accountings of an organization such as Computer, Accounting Package (Software), Internet, Printer & Professional Chartered Accountant/ Senior Professional Accountant are hired as resource person to trained Commerce Students with technique of day-to-day real life Accounting & Auditing.
31. Number of students receiving financial assistance from college, university, government or other agencies :
About 20% of total enrollments of UG & PG (SC/ST/BC-I, Minority & Girls Students) gets financial assistance from welfare Department of Bihar State Government prior to academic year 2016-17. From academic session 2016-17 Bihar State Government has implemented 100% free education upto UG level for SC/ST/ & Girls Student.
32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts :
Different types of Students' enrichment programmes such as special lecture by external experts, Group Discussions, Quizzes, Debates, workshops and Departmental Seminars are organised on regular basis in the dept.
33. Teaching methods adopted to improve student learning :
The department combines the traditional methods of teaching with modern methods and is having student centric approach towards teaching. There is a provision of presentations by students and the interactive methods are used to make teaching- learning more effective. Some of the classrooms have the LCD projectors for making power point presentations required for teaching. The well connected wi-fi system of the college ensures the access to worldwide information with a click of a key. To bring about practical understanding of curriculum A Computer Lab. has been Established with all equipments required for hands-on-experience to handle real life Accountings of an organization such as Computer, Accounting Package (Software), Internet, Printer & Professional Chartered Accountant/ Senior Professional Accountant are hired as resource person to trained Commerce Students with technique of day-to-day real life Accounting & Auditing.
34. Participation in Institutional Social Responsibility (ISR) and Extension activities :
Many students are involved in ISR Activities through various societies, clubs and activities of the College like Eco Club, Cultural Society, NSS, NCC, Swachha

Bharat Mission etc.

The enrollment of students and their participation in various activities conducted by NSS varying from seminar on topical issues like “Youth And Volunteerism to seminar on Global Warming and from various drives organised by NSS varying from ‘Clean Campus Drive’ to ‘Tree Plantation Drive’ are an indication of the sensitivity of the students of the Department of Commerce towards national, social, economic and environmental issues. Some of the students are also actively participating in community work like teaching children belonging to downtrodden sections of society.

35. SWOC analysis of the department and Future plans :

<p>Strength:</p> <ol style="list-style-type: none"> 1. Disciplined Students 2. Audio-Video mode of teaching 3. Admission on basis of merit <p>Weakness:</p> <ol style="list-style-type: none"> 1. Irregular attendance of students 2. Lack of employment 3. Shortage of teachers 4. Separate building needed. 	<p>Future Plans:</p> <ol style="list-style-type: none"> 1. To organise seminars 2. To invite more senior teachers <p>Opportunities:</p> <ol style="list-style-type: none"> 1. Self employment 2. Campus Selection 3. Coaching 4. Net coaching <p>Challenges:</p> <ol style="list-style-type: none"> 1. Separate Administrative 2. Separate Department 3. Boys Hostel 4. Girls Hostel 5. Conference Hall
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Evaluative Report of the Departments

1. Name of the department : **Department of Information Technology (Under Self Financial Scheme)**
2. Year of Establishment : **2011**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) :
(a) Undergraduate: BSc (IT) (Three Years)
Bachelor of Information Technology.
4. Names of Interdisciplinary courses and the departments/units involved :

Name of course	Department (s)/unit (s) involved
B.Sc. (IT)	BBA, Physics, Mathematics, Enterpreneurship, Hindi, English

5. Annual/ semester/choice based credit system (programme wise) :
(a) Undergraduate: B.Sc. (IT) (Three Years) – Semester System
6. Participation of the department in the courses offered by other departments :
BSc.(IT), Dept. of Physics, Dept. of Mathematics & English
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **Nil**
8. Details of courses/programmes discontinued (if any) with reasons : **No**
9. Number of Teaching posts :

	Sanctioned	Filled
Professor	---	---
Associate professor	---	---
Asst. professor	---	---

- * **Since the Vocational Course B.Sc. (IT) runs under self financed scheme, there is no sanctioned post. The Teachers & Resource persons are invited to engage classes on per class renunntation basis/Contractual basis.**
03 (Three) Teachers/Resource Persons are Engaged to run the Department.

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Ajay Kumar	MIT, Ph.D	Faculty Member (Contactual)	Optical fibre	13 Yrs.	-----
Dr. Anil Kumar Sinha	MCA, Ph.D	Faculty Member (Contactual)	Data Minning	03 Yrs.	-----
Mr. Manish Kumar	M.Sc. (Math)	Faculty Member (Contactual)	Number System	03 Yrs.	

11. List of senior visiting faculty : N/A

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : **100% Lectures delivered by visiting Faculty Members**

13. Student -Teacher Ratio (programme wise) : **UG 25:01**

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : **Lab Assistant : 01, Peon: 01,**

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG. :

Faculty	Ph.D.	M.Phil.	M.Com.
Part time/ Visiting Faculty	02		

16. Number of faculty with on going projects from

a) National : N/A

b) International funding agencies and grants received : N/A

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : **Nil**

18. Research Centre /facility recognized by the University : **Nil**

19. Publications: : N/A

* Publication per faculty : N/A

* Number of papers published in peer reviewed journals (national / international) by

- faculty and students : N/A
- * Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) : N/A
 - * Monographs : N/A
 - * Chapter in Books : N/A
 - * Books Edited : N/A
 - * Books with ISBN/ISSN numbers with details of publishers : N/A
 - * Citation Index : N/A
 - * SNIP : N/A
 - * SJR : N/A
 - * Impact factor : N/A
 - * h-index : N/A
- 20. Areas of consultancy and income generated : Nil**
- 21. Faculty as members in**
- a) National committees : N/A
 - b) International Committees : N/A
 - c) Editorial Boards. : N/A
- 22. Student projects**
- a) Percentage of students who have done in-house projects including inter departmental/programme: **In-House Project is part of course of study in Sem-VI.**
 - b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies : **Nil**
- 23. Awards / Recognitions received by faculty and students : N/A**
- 24. List of eminent academicians and scientists / visitors to the department :**
- 25. Seminars/ Conferences/Workshops organized & the source of funding**
- a) **National : N/A**
 - b) **International : N/A**
- 26. Student profile programme/course wise:**

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled	Pass percentage

			M	F	
B.Sc (IT) –Sem – I	110	50	30	20	95%
B.Sc (IT) – Sem -II	40	40	30	10	85%
B.Sc (IT) – Sem - III	35	35	25	10	85%

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other states	% of students from abroad
B.Sc (IT) –Sem – I	100%	Nil	Nil
B.Sc (IT) – Sem -II	100%	Nil	Nil
B.Sc (IT) – Sem - III	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. ? : **Data not available**

29. Student progression

Student progression	Against % enrolled
UG to PG	60%
PG to M.Phil.	Data not available
PG to Ph.D.	Data not available
Ph.D. to Post-Doctoral	Data not available
Employed	
• Campus selection	Nil
• Other than campus recruitment	Data not available

Entrepreneurship/Self-employment	Data not available

30. Details of Infrastructural facilities

- a) Library **:Yes**
- b) Internet facilities for Staff & Students: **Yes**
- c) Class rooms with ICT facility **:Yes**
- d) Laboratories **:Yes**

31. Number of students receiving financial assistance from college, university, government or other agencies: **50%**

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts: **Special lectures are organized on regular basis by visiting resource persons.**

33. Teaching methods adopted to improve student learning : **Extra Practical**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities : **Through NSS unit & basic computer literacy organizing by dept.**

35. **SWOC** analysis of the department and Future plans

Strengths: The department has 20 numbers of computers to facilitate the students with practical knowledge. The students are imparted lectures with audio visual aids.

Weaknesses: Department needs more software and laboratory equipments.

Opportunities: The department supports other computer related activities of the college.

Future plans: There are plans to offer more new course from the department.

F. ANNEXURES

Annexure – I :Certificate of Compliance
Annexure – II :Declaration by the Head of the Institution
Annexure – III :Certificate of Validity of Affiation by V.K.S.U, Ara
Annexure –IV:Copy of certificate of recognition U/S 2(f) & 12B of UGC
Annexure – V:Copy of Latest Grant sanction letter under UGC XIIth. Plan.
Annexure – VI : IEQA Evaluation Result
Annexure – VII : IEQA Report
Annexure – VIII : LOI Report



Estd.: 1942

H.D. JAIN COLLEGE, ARA

(A Constituent unit of Veer Kunwar Singh University, Ara)

Bhojpur (Bihar), PIN- 802301

Phone No. : 06182 - 239174

Email ID: principal@hdjaincollege.org

Website: www.hdjaincollege.org

Office of
THE PRINCIPAL

Ref. :56B/NAAC/17

Date: 25-04-2017

Certificate of Compliance

(Affiliated/Constituent/Autonomous Colleges and Recognized Institutions)

This is to certify that **H.D. JAIN COLLEGE, ARA** fulfils all norms

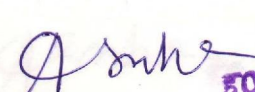
1. Stipulated by the affiliating University **A Constituent Unit of Veer Kunwar Singh University, Ara** and/or
2. Regulatory Council/Body [such as UGC, NCTE, AICTE, MCI, DCI, BCI, etc] and **Recognised U/S 2(f) & 12B of UGC act 1956.**
3. The affiliation and recognition [if applicable] is valid as on date. **Permanent Affiliation till date (Academic year 2015-16)**

In case the affiliation / recognition is conditional, then a detailed enclosure with regard to compliance of conditions by the institution will be sent. **N/A**

It is noted that NAAC's accreditation, if granted, shall stand cancelled automatically, once the institution loses its University affiliation or Recognition by the Regulatory Council, as the case may be.

In case the undertaking submitted by the institution is found to be false then the accreditation given by NAAC is liable to be withdrawn. It is also agreeable that the undertaking given to NAAC will be displayed on the college website.

Place: **ARA**
Date: **25-04-2017**


प्रधानाचार्य
हो प्रो दा० जैन कॉलेज
(**DR. CHANDRASHEKHAR SAHA**)
Principal / Head of the Institution
(Name and Signature with Office seal)



H.D. JAIN COLLEGE, ARA

(A Constituent unit of Veer Kunwar Singh University, Ara)

Bhojpur (Bihar), PIN- 802301

Estd.: 1942

Phone No. : 06182 - 239174

Email ID: principal@hdjaincollege.org

Website: www.hdjaincollege.org

Office of
THE PRINCIPAL

Ref. :56B/NAAC/17

Date: 25-04-2017

Declaration by the Head of the Institution

I certify that the data included in this Self-study Report (SSR) are true to the best of my knowledge.

This SSR is prepared by the institution after internal discussions, and no part thereof has been outsourced.

I am aware that the Peer team will validate the information provided in this SSR during the peer team visit.


प्रधानाचार्य
हो प्रो दा० जैन कॉलेज
(DR. CHANDRASHEKHAR SAHA)

Principal

Place:ARA

Date: 25-04-2017



वीर कुँवर सिंह विश्वविद्यालय, आरा

VEER KUNWAR SINGH UNIVERSITY, ARA (BHOJPUR)
(BIHAR), PIN- 802301

Office of the Registrar

Fax No. - 06182-239209

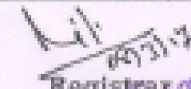
Ref. No.:

Dt: 28.03.2017

TO WHOM IT MAY CONCERN

This is to Certify that H D JAIN COLLEGE, ARA (BIHAR) Pin- 802301 is a Constituent Unit of Veer Kunwar Singh University, Ara and recognized by UGC under section 2(f) and 12B of UGC act 1956 and is permanently affiliated to teach following subjects.

Sl No	Name of the Course(s) and Duration	Duration of the course	Affiliation		Validity Period (with effect from 1988/2008-09 to 2011-12/ till 2013-14)
			Per man ent	Tem pora ry	
(I)	B.A. (Hons.) Courses in Hindi, English, Urdu, Persian, Sanskrit, Prakrit, Philosophy, Economics, History, Political Science, Geography & Psychology.	3 Year	Permanent		w.e.f 1945 till 2016-17
(II)	B.Sc (Hons.) Courses in Physics, Chemistry, Mathematics, Botany & Zoology.	3 Year	Permanent		w.e.f 1980 till 2016-17
(III)	B.Com. Accounts (Hons.)	3 Year	Permanent		w.e.f 1945 till 2016-17
(IV)	M A in Hindi, English, Urdu, Persian, Sanskrit, Prakrit, Philosophy, Economics, History, Political Science, Geography & Psychology.	2 Year (4 Sem.)	Permanent		w.e.f 1980 till 2016-17
(V)	M Sc. in Physics, Chemistry, Mathematics, Botany & Zoology.	2 Year (4 Sem.)	Permanent		w.e.f 1980 till 2016-17
(VI)	M Com. in Accounts	2 Year (4 Sem.)	Permanent		w.e.f 1980 till 2016-17
(VII)	BBA (Self Financed vocational Degree Course)	3 Year	Permanent		w.e.f 2004 till 2016-17
(VIII)	B Sc. (IT) (Self Financed vocational Degree Course)	3 Year	Permanent		w.e.f 2009 till 2016-17


 Registrar
 (with Name, Seal and Signature)
 V.K.S. University, Ara

Veer Kunwar Singh University, Arrah

Name and address of the college	Status	Year of Estb.	Nature of Affiliation	Teaching Upto	Govt or Non Govt	Aided or Unaided
✓ H.D. Jain College Dumaran Station Road Shahabad Dist. Buxar ARA (Bhojpur) Bihar Bihar PIN-802-301	2(f) and 12(B)	1942	Permanent	Bachelor's Post-graduate Level	Government	
J.J.College Arrah District Bhojpur Bihar	2(f) and 12(B)	1960	Permanent	Bachelor's	Government	
J.L.N. College Dehri - on Sone District, Rohatas Bihar	2(f) and 12(B)	1996	Permanent	Bachelor's	Government	
Jagdeo Memorial College Sakari (Kudra), Distt.- Kaimur - 821 108 Bihar	2(f) and 12(B)	1978	Permanent	Bachelor's	Non Government	Aided
Jagjiwan Mahavidyalaya Dehri-On-Sone, Rohtas Bihar	2(f)	1979	Permanent	Bachelor's	Non Government	
M.B.R.R.V.P.D. Singh College Maharaja College Arrah District Bhojpur Bihar	2(f) and 12(B)	1955	Permanent	Master's	Government	
M.D.R. Patel Degree Mahila College Bhabua, Kaimur Bihar	2(f)	1981	Permanent	Bachelor's	Non Government	
M.M. Mahila College Arrah District Bhojpur Bihar	2(f) and 12(B)	1959	Permanent	Bachelor's	Government	
M.V. College Buxar District Bhojpur Bihar	2(f) and 12(B)	1958	Permanent	Bachelor's	Government	
Maharana Pratap College Mohania Distt. Kaimur Bihar	2(f) and 12(B)	1979	Permanent	Bachelor's	Non Government	



NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद

(An Autonomous Institution of the University Grants Commission)

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

IEQA EVALUATION RESULT

DETAILS	RESULT
Track ID	BRCOGN27137
Name Of The College	H D JAIN COLLEGE ARA
Address	STATION ROAD, ARA, DIST- BHOJPUR (BIHAR)
E-Mail	principaldjaincollegeara@gmail.com
IEQA Submission Date	16/04/2017
IEQA Closing Date	16/04/2017
IEQA Evaluation Status	<p>Congratulations ! You have earned IEQA status . Institution should submit SSR/SAR (5 hard copies and 1 soft copy) within two weeks from the date of obtaining IEQA Status.</p> <p>Please note that the SSR/RAR uploaded on your institutional website must not be password protected and accessible to public until completion of the A&A process by NAAC. For further details/ instructions on procedures and timelines for processing A&A applications kindly visit our website: www.naac.gov.in</p> <p>Note :</p> <p>a) No Separate intimation will be mailed on the above matter.</p> <p>b) Ensure submission of the SSR in the correct and applicable format. Please use the NAAC's Manual for Self Study applicable to your institution.</p> <p>c) The Institutions are hereby advised to upload information on All India Survey of Higher Education in MHRD website (http://aishe.gov.in) under intimation to NAAC. At the time of submission of SSR/RAR to NAAC, institutions have to submit the documentary proof of uploading the AISHE information</p> <p>Please note that a copy of IEQA application submitted by college is to be annexed to SSR/SAR so that peer team can verify the data</p> <p>Kindly note: SSR/SAR should be submitted by post/consier only. SSR/SAR will not be accepted by hand in NAAC office.</p>

Track ID-BRCOGN27137

College Name-H D JAIN
COLLEGE ARA

Page 1 of 4

IEQA SUBMISSION DATE-16/04/2017

**INSTITUTIONAL ELIGIBILITY FOR QUALITY ASSESSMENT(IEQA)
QUESTIONNAIRE**

1 COLLEGE DETAILS			
Name of the college	H D JAIN COLLEGE ARA	Year of establishment	1942
Location of the college	URBAN		
2 ADDRESS			
Address	STATION ROAD, ARA, DIST-BHOJPUR (BIHAR)	City	Arrah
State	Bihar	Pin Code	802301
Website	www.hdjaincollege.org	E-Mail	principalhdjaincollegeara@gmail.com
Phone STD Code	06182	Phone No	239178
Fax STD Code	06182	Fax	239178
3 HEAD OF THE INSTITUTION			
Name	Dr. CHANDRASHEKHAR SAHA	Designation	PRINCIPAL
Status of appointment	PERMANENT		
4 CONTACT DETAILS OF HEAD OF THE INSTITUTION			
Phone std code	06182	Phone number	239178
Fax std code	06182	Fax	239178
Mobile	+919431419470	E-Mail	hdjaincollege@gmail.com
5 DOES THE COLLEGE FUNCTION FROM			
a. MAIN CAMPUS			
	AREA OF THE CAMPUS IN ACRES	TOTAL BUILT UP AREA IN sq.m.	
OWN BUILDINGS	22.18	26304.56	
RENTED BUILDINGS	0.0	0.0	
b. SATELLITE CAMPUS			
	AREA OF THE CAMPUS IN ACRES	TOTAL BUILT UP AREA IN sq.m.	
OWN BUILDINGS	0.0	0.0	
RENTED BUILDINGS	0.0	0.0	
6 NAME OF THE UNIVERSITIES TO WHICH THE COLLEGE IS AFFILIATED OR CONSTITUENT			
University1	Veer Kunwar Singh University, Arrah	Other	
Nature of relationship with the university	CONSTITUENT	If affiliated, status of affiliation	
University2		Other	
Nature of relationship with the university		If affiliated, status of affiliation	
University3		Other	
Nature of relationship with the university		If affiliated, status of affiliation	
7 STATUTORY PROFESSIONAL REGULATORY COUNCIL(S)			
Does the college offer any programme recognized by any Statutory Professional Regulatory Council(s)?	no		
Programmes offered		Name of the Regulatory Council(s)	
8 COLLEGE FUNCTIONING			
Type of college	CO-EDUCATION	Time of functioning	DAY COLLEGE
Nature of funding	GRANT-IN-AID	Management	UNIVERSITY
9 MANAGEMENT/TRUST DETAILS			
Name of the Management		Recognition under Ugc Act.1956	2f & 12b

Track ID-BRCOGN27137

College Name-H D JAIN
COLLEGE ARA

Page 2 of 4

10 MANAGEMENT/TRUST OF THE COLLEGE IS REGISTERED UNDER								
Society's registration Act of 1960	no			Relevant Act of the respective state Govt.	yes			
Any other(please specify)								
11 NUMBER OF DEGREES OFFERED BY THE COLLEGE								
UG	19			PG	17			
Research	0			Others	0			
Total	36							
12 DETAILS OF DEGREES OFFERED(B.A., M.A., B.Com., M.Com., B.Sc., M.Sc., M.Phil., Ph.D., etc.,)								
Arts	B.A (HONS.) M.A			Commerce	B.COM (HONS.) M.COM			
Science	B.SC. (HONS.) M.SC.			Education				
Health Science				Engineering & Technology	B.SC (IT)			
Management	B B A			Others				
Is the college opting for Assesment & Accreditation of Teacher Education department separately?	no							
Is the college opting for Assesment & Accreditation of Physical Education department separately?	no							
Number of departments	19							
13 TOTAL NUMBER OF STUDENTS(EXCLUDING THOSE IN SELF-FINANCING PROGRAMMES)								
	UG		PG		M.Phil/Ph.D		Value Added Courses(Certificate/Diploma)	
	Male	Female	Male	Female	Male	Female	Male	Female
General	1076	534	863	587	0	0	0	0
SC/ST	592	342	172	65	0	0	0	0
OBC	2225	1048	241	135	0	0	0	0
Total	3893	1924	1276	787	0	0	0	0
Grand Total	7880							
14 TOTAL NUMBER OF STUDENTS IN SELF-FINANCING PROGRAMMES								
	UG		PG		M.Phil/Ph.D		Value Added Courses(Certificate/Diploma)	
	Male	Female	Male	Female	Male	Female	Male	Female
General	50	31	0	0	0	0	0	0
SC/ST	15	8	0	0	0	0	0	0
OBC	22	11	0	0	0	0	0	0
Total	87	50	0	0	0	0	0	0
Grand Total	137							
Total number of students in the college	8017							
15 NUMBER OF TEACHING, TECHNICAL AND ADMINISTRATIVE STAFF								
	Permanent		Temporary		Total			
	Male	Female	Male	Female	Male	Female	Male	Female
Teachers with PG	3	1	0	0	3	1		
Teachers with M.Phil.	0	0	0	0	0	0		
Teachers with Ph.D	44	9	10	2	54	11		
Teachers with NET/SLET	4	0	2	0	6	0		
Technical staff	10	0	4	0	14	0		
Administrative staff	26	3	6	0	32	3		
Support staff	45	10	0	0	45	10		
Total no. of teachers	47	10	10	2	57	12		
16 SUPPORT SERVICES								
Number of titles of books	40000							
Number of journals	25							
Number of e-resources	10							
Does the college have a registered Alumni Association?	yes							
Does the college have a functional Placement Cell?	yes							
17 UNIT COST OF EDUCATION								
Unit Cost=Total annual expenditure divided by no. of students enrolled	13510.0							

Track ID-BRCOGN27137

College Name-H D JAIN
COLLEGE ARA

Page 3 of 4

Unit cost calculated excluding salary component	3249.0
18 MENTION FIVE ACADEMIC MILESTONES OF THE COLLEGE	
First	ESTABLISHED IN 1942 PRE-INDEPENDENCE ERA. HD JAIN COLLEGE, ARA IS ONE OF PREMIER AND OLDEST INSTITUTION OF BIHAR STATE WITH DISTINCT REPUTATION FOR EXCELLENT TEACHING PERFORMANCE.
Second	ON 21ST JAN. 2017 H D JAIN COLLEGE CELEBRATED IT'S PLATINUM JUBILEE OF ESTABLISHMENT
Third	PURNENDRA C JAIN (BORN IN 1951. AT ARA) - STUDENT OF THIS COLLEGE DURING 1964-68. GRADUATED WITH HONS IN POLITICAL SCIENCE. STOOD FIRST IN M.A. (POL. SCIENCE) JOINED DELHI UNIVERSITY AS LECTURER IN 1973, OBTAINED PH.D DEGREE IN JAPANESE STUDIES FROM GRIFFITH UNIVERSITY, AUSTRALIA. HE IS SERVING AS PROFESSOR (SR. LECTURER) IN THE FACULTY OF ASIAN INTERNATIONAL STUDIES. HE VISITED SEVERAL JAPANESE UNIVERSITIES. CURRENTLY HE HAS GOT AN ASSIGNMENT OF VISITING ACADEMIC AT OXFORD UNIVERSITY IN ENGLAND FROM FEB. 1993.
Fourth	ANNUAL COLLEGE MAGAZINE "ABHIYAN" HAS BEEN PUBLISHED SINCE 1942 REGULARLY PROVIDING PLATFORM TO PORTRAY CREATIVITY OF STUDENTS AND TEACHERS. IT IS POPULAR AMONG ACADEMICS SINCE LONG.
Fifth	SEVERAL ACADEMICS OF NATIONAL & INTERNATIONAL FAME SERVED THIS COLLEGE, AS TEACHER & PRINCIPAL SUCH AS ACHARYA BHUVNESHWAR MISHRA "MADHAV" ACHARYA NALIN BILOCHAN SHARMA, ACHARYA DR. SHIVNANDAN PRASAD, DR DEVRAJ, PROF. RAMESHWAR TIWARI AND MANY MORE.
Section 2: Institutional Data Questionnaire	
1. The college has in place a structured internal quality assurance system for ensuring continuous quality monitoring or improvement	YES
2. Library has reading room facilities for students and faculty separately	YES
3. The college uses the students feedback for analysis and improvement purposes	YES
4. Basic computer literacy is ensured for all students in a structured way such as add on courses	YES
5. The college provides financial aid to at least 10% of the general category students	YES
6. The college has a mechanism for counselling students	YES
7. An annual in-house academic calendar is prepared and implemented by the college	YES
8. The college has a mechanism for addressing grievances of students and staff	YES
9. The college promotes scholarly activities of the faculty beyond the syllabus	YES
10. Internet facility is available in the college for faculty and students	YES
11. The college campus is differently-abled friendly	YES
12. The college has a formal mechanism to promote research activities of its students and faculty.	YES
13. The college has adequate sports facility	YES
14. The college has developed a short term and a long term plan for its development and growth	YES
15. Percentage of classrooms equipped with LCD projector	>50%
16. Percentage of teachers using audio-visual aids including computer-aided teaching	>40%
17. The average number of extension activities organised by the college during the last four years	>6
18. Average percentage utilization of annual allocated funds for the last four years	>75%
19. Maintenance expenditure on infrastructure as percentage of the total annual budget	2-4%
20. Average pass percentage of graduating students	>70%
21. Computer students ratio	1:30-1:60
22. Percentage of faculty benefitted from UGC and other staff development programmes (average of last four years)	>10%
23. Percentage of permanent teachers with Ph.D. qualification	>40%
24. Percentage of classes taught by guest faculty or temporary teachers	<20%
25. Students teacher ratio	>50:1
26. Percentage of faculty positions filled against sanctioned posts	<60%
27. Number of add-on courses conducted by the college	<3
28. Awards received by the students in sports and cultural activities in the last four years	National or International Level
29. Percentage of teachers having on-going or completed research projects in the last four years	10-25%
30. Number of academic seminars or conferences or workshops that the college has organized (average of last four years)	>4
31. Number of Journals subscribed in the library National or International	10-20

Track ID-BRCOGN27137

College Name-H D JAIN
COLLEGE ARA

Page 4 of 4

32. Percentage of students admitted against the reservation category as per Government of India norms	>75%
Certificate	
This is to certify that the information given in the IEQA application is true to the best of my knowledge and ability and if the same is found to be false or misleading, I authorize NAAC to initiate any action which it deems fit including withholding the outcome of the Peer Team Visit.	



NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

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विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

	LOI submitted date	23/03/2017
	Track id	BRCOGN27137
	Edit option given date	
	LOI Submitted old date	
1	Process and Cycle	ACCREDITATION, Cycle: 1
2	Institution Name	H D JAIN COLLEGE ARA
3	Name of the Head of the Institution	DR.CHANDRASHEKHAR SAHA
3a	Designation	PRINCIPAL
4	Address	STATION ROAD, ARA, DIST- BHOJPUR (BIHAR)
	City	ARRAH
	State	BIHAR
	Pin code	802301
	Phone no.	06182 239178
	Mobile no	9431419470 9472810081
	Fax	06182 239178
	Email	principalhdjaincollegeara@gmail.com hdjaincollege@gmail.com
	Website	www.hdjaincollege.org
5	Date of Establishment	21/01/1942
5a	Have two batches of students graduated from the college	Yes
6	Is the College recognized under section 2f of UGC act?	Yes
6a	Date of Recognition by UGC under 2f	10/06/1962
	Uploaded UGC 2f certificate	CERTIFICATE 2F & 12B.PDF

7	Is the College recognized under section 12B of UGC act?	Yes
7a	Date of Recognition by UGC under 12(B)	10/06/1962
	Uploaded UGC 12B certificate	CERTIFICATE 2F & 12B.PDF
7b	Name of the university to which the college is Affiliated or of which the college is Constituent	VEER KUNWAR SINGH UNIVERSITY, ARRAH
	State in which affiliating university is located	BIHAR
	Type Of Affiliation	PERMANENT
	Uploaded Certificate	LATEST AFFILIATION CERTIFICATE.PDF
7c	If the institution is not affiliated to a university, does it offer any programmes recognized by any Statutory Professional Regulatory (SPR) Council which is equivalent to a post graduate programme of a university	No
	Name of the Programmes	
	Name of SPR Council recognizing it	
	Equivalent University degree	
8a	Is the institution recognised as an Autonomous College by the UGC?	No
	Autonomous Date	
	Uploaded Certificate	
8b	Is the institution recognised as College with 'Potential for Excellence(CPE)' by the UGC	No
	CPE Date	

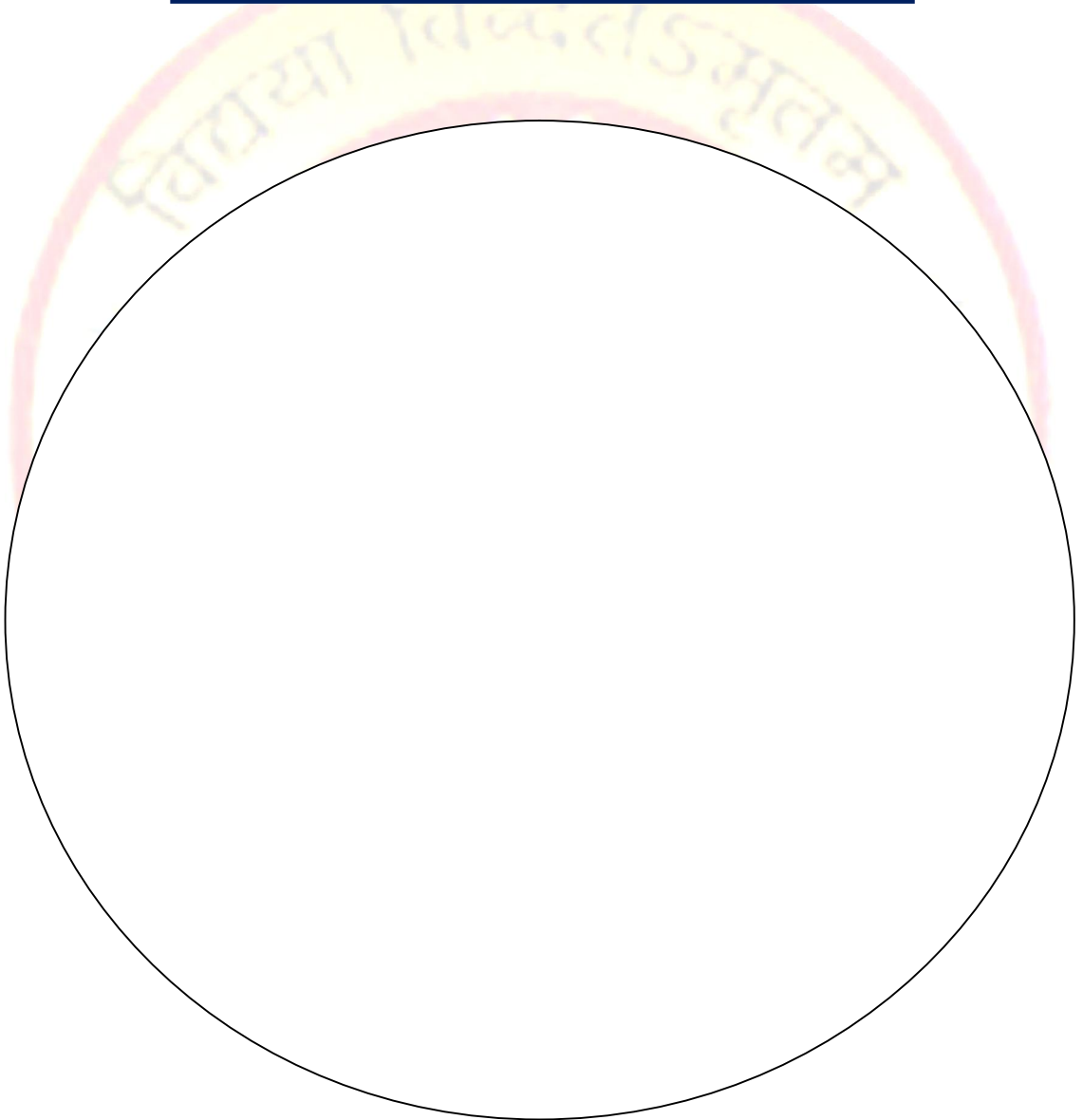
	Uploaded Certificate	
8c	Is the college offering any programmes by any Statutory Regulatory Authority(SRA)?	No
	Statutory Regulatory Bodies	
9a	Nature of the college	GOVERNMENT
9b	Number of degrees offered	Certificate: : Diploma: : UG: :19 PG: :17 PG Diploma recognized by statutory authority: : Research: : Others: :
9c	Details of degrees offered	Arts: :B.A.(HONS.), M.A. Commerce: :B. COM.(ACCOUNTS HONS.), M. COM. Science: :B.SC.(HONS),M.SC. Education: : Health Sciences: : Engineering and Technology: :B.SC.(IT) Management: :BBA Others: :
10	Whether Teacher Education / Physical Education department is opting for A&A process separately?	No
11	Total Number of Teaching Staff Non-Teaching Staff Students	57 94 8017

12	Date of establishment of IQAC	10/08/2015
	SSR Uploaded Link	http://www.hdjaincollege.org/ssr-2016.pdf

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
P. O. Box No. 1075, Nagarbhavi, Bangalore - 560072,
Karnataka, India
Phone: +91-80-23210261



Track ID : BRCOGN27137



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