



Yearly Status Report - 2018-2019

Part A

Data of the Institution

| | | |
|---|--|---------------------------|
| 1. Name of the Institution | | SRI ARVIND MAHILA COLLEGE |
| Name of the head of the Institution | | DR. MEERA KUMARI |
| Designation | | Principal |
| Does the Institution function from own campus | | Yes |
| Phone no/Alternate Phone no. | | 06122672236 |
| Mobile no. | | 9431416601 |
| Registered Email | | IQAC.SAMCPATNA@GMAIL.COM |
| Alternate Email | | SAMCPATNA0612@GMAIL.COM |
| Address | | KAZIPUR |
| City/Town | | PATNA |
| State/UT | | Bihar |
| Pincode | | 800004 |
| 2. Institutional Status | | |

| | |
|--|--------------------------|
| Affiliated / Constituent | Constituent |
| Type of Institution | Women |
| Location | Urban |
| Financial Status | state |
| Name of the IQAC co-ordinator/Director | DR SNIGDHA PROSAD |
| Phone no/Alternate Phone no. | 06122672236 |
| Mobile no. | 9470018644 |
| Registered Email | SNIGDHA.PROSAD@GMAIL.COM |
| Alternate Email | IQAC.SAMCPATNA@GMAIL.COM |

3. Website Address

| | |
|--|---|
| Web-link of the AQAR: (Previous Academic Year) | https://www.samcpatna.ac.in/ |
| 4. Whether Academic Calendar prepared during the year | Yes |
| if yes,whether it is uploaded in the institutional website: Weblink : | https://www.samcpatna.ac.in/ |

5. Accrediation Details

| Cycle | Grade | CGPA | Year of Accrediation | Validity | |
|-------|-------|------|----------------------|-------------|-------------|
| | | | | Period From | Period To |
| 1 | B+ | 2.51 | 2017 | 23-Jan-2017 | 22-Jan-2022 |

| | |
|---|-------------|
| 6. Date of Establishment of IQAC | 17-Mar-2016 |
|---|-------------|

7. Internal Quality Assurance System

| Quality initiatives by IQAC during the year for promoting quality culture | | |
|---|------------------|---------------------------------------|
| Item /Title of the quality initiative by IQAC | Date & Duration | Number of participants/ beneficiaries |
| Exhibition / Poster / Model on Steps for Better Environment Protection | 22-Sep-2018 1 | 23 |
| World Health Day Theme : Universal Health Coverage | 06-Apr-2019 1 | 94 |

| | | |
|---|-------------------|-----|
| to Everyone, Everywhere Talks | | |
| International Women's Day Theme : Balance for Better, Better the Balance - Better the World Talk on : Challenges in adolescent-Girls - By Dr. Ruma Goswami 2. Cancer in Women - Prevention and early detection by Dr. Rajesh Goswami | 06-Mar-2019 1 | 112 |
| Competition on Preparation of Low Coast Nutritious Diet | 18-Jan-2019 1 | 20 |
| A workshop on Food Prevention | 10-Jan-2019 5 | 164 |
| Breast Cancer Awareness Program | 19-Nov-2018 1 | 160 |
| National Nutrition Month : September-2018 Theme: The First 1000 Days of Child : | 20-Sep-2018 30 | 124 |
| Celebrated World Breast Feeding Week | 06-Aug-2018 7 | 127 |
| A workshop on 'Natural Fiber and Sustainable Fabric - MITSA' | 16-Jul-2018 1 | 115 |
| Expert Talk on 'Peaceful, Happy and Healthy Life' | 12-Jul-2018 1 | 150 |

L::asset('/', 'public')/public/index.php/admin/get_file?file_path='.encrypt('Postacc/Special_Status/'. \$instdata->upload_special_status)}}}

[View Uploaded File](#)

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

| Institution/Department/Faculty | Scheme | Funding Agency | Year of award with duration | Amount |
|-----------------------------------|-----------------------------|-----------------------------------|-----------------------------|--------|
| Dept. of Education Govt. of Bihar | Upgradation of Library Lab. | Dept. of Education govt. of Bihar | 2019 1 | 500000 |

[View Uploaded File](#)

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

Yes

Upload latest notification of formation of IQAC

[View Link](#)

| | |
|--|------------------------------------|
| 10. Number of IQAC meetings held during the year : | 3 |
| The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website | Yes |
| Upload the minutes of meeting and action taken report | View Uploaded File |
| 11. Whether IQAC received funding from any of the funding agency to support its activities during the year? | No |

12. Significant contributions made by IQAC during the current year(maximum five bullets)

? Implemented the practice of one minute silence and a short prayer before any meetings / functions in college. ? Set a trend of participative roles of all IQAC members in preparation of AQAR to implement different quality concerned mechanisms for better Teaching - Learning outcomes. ? Implemented the practice to develop a detailed Academic Calendar, Co Curricular Events Calendar, preserve and display Univ. Exam Calendar Univ. Leave Calendar on Colleges Website in accordance to the examination, result holidays calendar published by our affiliating university (Patliputra University, Patna). ? IQAC encouraged / motivated faculty members to organize more more seminars / symposia / Group Discussions / Expert talks on contemporary issues. Emphasis were also given to yoga and moral teachings. These encouragements/ motivations resulted positively and different department heads organized several small scale (Department seminars) expert views on concurrent issues. ? Important National / International Days' were observed. Birth / Death anniversaries of great National / International personalities were celebrated.

[View Uploaded File](#)

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

| Plan of Action | Achivements/Outcomes |
|--|--|
| Meditation Workshop for Positive Thinking among youths | A workshop on meditation for enrichment of ethical values and positive thinking organised by Dept. of Sociology in collaboration with Prajapath Brahmakumari Ishwarya Vishwavidyalaya Association. Several Students and faculty members enthusiastically learnt the tips to control mind in the prevailing hectic environment through Rajyog Meditation. |
| Mentoring System | All teachers are advised to implement mentoring system in College. Students of each department have been divided into small groups & one teacher is |

| | |
|---|---|
| | assigned the task to shortout the difficulties of the group regarding their studies, career plan and mental health. Several Students where benifited with this system. This system prevented several students from dropout from their studies. |
| A programme on mental, physical and Spiritual Health - CALM SUTRA | Dr. Amulya Singh, Deepak Kumar (Yoga) Piyush Kumar, Vikash Kumar, Satyandra Kumar Sinha where speakers in the programme. Students learnt a lot through this programme regarding their physical, mental & spiritual health. |
| "World Breast Feeding Week' 1-7 August - 2018 Theme - Breast Feeding Foundation of life " | "Dr. Vijay Pratap Singh - Life style and breast feeding Dr. Alka Pandy - Advantage of Breast feeding Dr. Charu Modi - Breast feedking and Women, Advantage of breast feedking in women. This programme developed awareness among students about the advantages of breast feeding during child care." |
| "National Nutrition Month Sept. 2018 Theme - The First 1000 Days of Child - 'Better Child Health" | "Dr. Ruma Goswami - Nutrition within Women and first six months of life. Dr. Sameer Kumar - The First 1000 Days Child : Better Child Health. This programme developed awareness among students about healthy nurturing of new born childs. " |
| A Workshop on 'Gapshap : Ek Sarthak Samwad' | This Programme Educated girls on their rights and overcome the gender related discreimity. |
| Conference of Writers from North & North East Regions | Studens & faculty members learnt the writing skills from this programes. |
| Lecture on Metaphysical Poetry | A special Lecture session was conducted on 12.10.18 Dr. Pratima Kumari delivered a lecture on Metaphysical Poetry. She highlighted on the chief characteristics of metaphysical poetry by quoting examples of important metaphysical poems. |
| Debate | A debate was conducted on whether Dress code or Uniform should be made compulsory at the college level. This was beneficial for the students as they had the chance of expressing in English language. Most of them spoke against exphasizing that they were crossing a phase of life where class division was not judged on the basis of dress code of uniform. Some of the students spoke for the notion. Thus their hesitation to express in English Language was to some extent lessened. |
| Speech | The students were asked to speak on The World of Application. The students were |

very enthusiastic about the topic because it was of their interest and it was wonderful to hear their eloquent speeches filled with numerous data. It was a great learning for the teachers of the English Department in particular and the teachers of other language departments (Urdu, Hindi and Sanskrit) in General.

[View Uploaded File](#)

| | |
|---|-------------|
| 14. Whether AQAR was placed before statutory body ? | No |
| 15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ? | No |
| 16. Whether institutional data submitted to AISHE: | Yes |
| Year of Submission | 2019 |
| Date of Submission | 16-Feb-2019 |
| 17. Does the Institution have Management Information System ? | No |

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

As curriculum is designed by the University the faculty members first of all divide the portion accordingly for the timely completion of the course. The traditional chalk and board method of teaching is adopted for the teaching purpose. Apart from it the faculty members also try to explain contents beyond the syllabus to widen the knowledge in every subject. Tutorial classes are conducted for slow learners. Departmental council of each department also reviews the progress of the syllabus completion and needs of the students. Further group discussions quiz, surprise test is also taken on regular basis. Internal assessment is done on the basis of home assignments and class tests. For advance teaching the faculty members make use of the smart class and projectors to give the precise knowledge of the subject. Laboratories play an important role in imparting a practical edge to the subject. For documentation of the curriculum in the institution each faculty maintains its progress register in which details of what and when taught is maintained. Apart this HODS of each departments review the progress and completion of the subject with the faculty members. It has been decided that:- 1. Each Teacher of different departments will be assigned topics/chapters of different papers of various courses by HoDs of the concerned department. It will be the responsibilities of

HoDs to continuously monitor the progress and draw strategies for effective teaching along with completion of the syllabus. 2. Prior to commencement of teaching Induction programs organized by the departments to make students aware with priorities and requirements. 3. Along with traditional method of teaching, teachers are encouraged and trained to use computer based modern technologies and other teaching methods like participative learning, problem solving methodologies, "hands on learning" etc.. As per requirement teachers may be assigned the duty of mentor to advice students on academic issues and other related things. 4. Tutorials and whenever required bridge courses are conducted by the departments. Special care taken of students in "slow learner" category, special tutorial classes may be arranged for them students of "Advance learner" category are encouraged and guided to explore materials on advanced topics. 5. Each and every department should conduct oral tests, class tests, mock tests and internal tests and internal assessments regularly. Internal Examination be definitely held in each year or semester whichever is applicable. 6. It will be the responsibility of every department to procure feedback on the syllabus, teaching-learning & administrative parts from the students, teachers as well as the students, teachers as well as the other stakeholders. 7. The importance of co curricular and extracurricular activities was discussed and accordingly annual planning was done. It was felt that co curricular and extracurricular activities are extension of formal & informal education. They complement and supplement curricular activities. These activities are necessary for personality development and culture assimilation of students. It was decided to conduct some activities like- a) debate b) science and general knowledge quizzes c) poster exhibitions d) slogan writing & rangoli etc..

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

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

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

| Programme/Course | Programme Specialization | Dates of Introduction |
|---|--------------------------|-----------------------|
| No Data Entered/Not Applicable !!! | | |
| No file uploaded. | | |

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

| Name of programmes adopting CBCS | Programme Specialization | Date of implementation of CBCS/Elective Course System |
|----------------------------------|--------------------------|---|
| MA | Home Science | 12/06/2018 |
| MA | Sociology | 12/06/2018 |
| MA | Economics | 12/06/2018 |
| MA | Psychology | 12/06/2018 |
| MA | History | 12/06/2018 |
| MA | Hindi | 12/06/2018 |
| MA | Music | 12/06/2018 |
| MA | Political Science | 12/06/2018 |
| MCom | Accounts & Finance | 12/06/2018 |

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

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

1.3 – Curriculum Enrichment

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

| Value Added Courses | Date of Introduction | Number of Students Enrolled |
|------------------------------------|----------------------|-----------------------------|
| No Data Entered/Not Applicable !!! | | |
| No file uploaded. | | |

1.3.2 – Field Projects / Internships under taken during the year

| Project/Programme Title | Programme Specialization | No. of students enrolled for Field Projects / Internships |
|-------------------------|--------------------------|---|
| BCA | Software Development | 25 |
| BBM | Marketing | 15 |
| No file uploaded. | | |

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

| | |
|-----------|------|
| Students | Yes |
| Teachers | Yes |
| Employers | Nill |
| Alumni | Yes |
| Parents | Yes |

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

| Feedback Obtained |
|---|
| <p>Feedback form different stakeholders is an essential tool for the proper evaluation and upliftment of any institution. For this our institution has proposed feedback forms for each stakeholder. The feedback form are designed in such a manner that emphasis on the different service oriented area of the stakeholder are marked and their opinion collected. Feedback from students, teachers parents and alumni are collected and analyzed manually. The HoDs of all the subjects together analyses the forms and conclusion is drawn on its basis for the further betterment of the institution. Student: The feedback form of the students emphasizes on the infrastructure of the college, overall administrative functioning of the college, extracurricular activities and teaching-learning process. On the basis of the feedback received required changes are made. Faculty, Principal of the institution has made the practice to conduct teacher’s meetings from time to time. In this meeting discussions are done on ways and means of enhancing the curriculum, academic discipline and teaching learning process. Research and extension activities are also debated and discussed. Suggestions are put forward to enhance the academic atmosphere of the institution. Feedback of the alumni plays a very vital role in the upliftment of any institution. Alumni are the brand ambassador of the institution, they make the institution aware of the current requirement and situation of the professional world. This shows the scope of improvement and positive performance of our passing out students. Parents are an important stakeholders of our institution. The parents feedback are also analyzed and the important parameters accommodated in parents feedback includes quality of</p> |

teaching, students discipline, personality development of the students, examination system etc. The institution also give the feedback to the parents of the students, whose performance in the internal test is poor they are counselled individually for the improvement of their wards. During the parents teachers meeting, feedback is provided to the parents an the overall personality development and discipline of the students.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

| Name of the Programme | Programme Specialization | Number of seats available | Number of Application received | Students Enrolled |
|-----------------------|--------------------------|---------------------------|--------------------------------|-------------------|
| BA | Psychology | 62 | 32 | 32 |
| BA | Political Science | 144 | 73 | 73 |
| BA | Philosophy | 18 | 1 | 1 |
| BA | Music | 18 | 3 | 3 |
| BA | Home Science | 27 | 15 | 15 |
| BA | History | 237 | 162 | 162 |
| BA | Hindi | 48 | 26 | 26 |
| BA | Geography | 144 | 32 | 32 |
| BA | English | 68 | 56 | 56 |
| BA | Economics | 176 | 99 | 99 |

[View Uploaded File](#)

2.2 – Catering to Student Diversity

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

| Year | Number of students enrolled in the institution (UG) | Number of students enrolled in the institution (PG) | Number of fulltime teachers available in the institution teaching only UG courses | Number of fulltime teachers available in the institution teaching only PG courses | Number of teachers teaching both UG and PG courses |
|------|---|---|---|---|--|
| 2018 | 1242 | 49 | 37 | 29 | 29 |

2.3 – Teaching - Learning Process

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

| Number of Teachers on Roll | Number of teachers using ICT (LMS, e-Resources) | ICT Tools and resources available | Number of ICT enabled Classrooms | Numberof smart classrooms | E-resources and techniques used |
|----------------------------|---|-----------------------------------|----------------------------------|---------------------------|---------------------------------|
| 37 | 20 | 10 | 10 | 10 | 0 |

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

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

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

Students mentoring system available in the institution mentoring in itself defines the essence of guardianship. This is one strong process which establishes a healthy rapport between the mentor and the mentee. This

practice has been very much a part of our institution since long. The amicable environment of teaching and learning of our institution proves the fact, that the system of mentorship is strongly followed by one and all. Mentoring is a building block in the process of teaching and learning it strengthens the bond between the two. Every faculty members have embraced this practices religiously for the welfare of the students. The teachers are easily approachable to the stakeholders through this system. Teachers keep a track of their learners by holding series of interactive sessions. Then their details from their postal address i.e personal details, their doubts form strength and weaknesses are charted and are accordingly worked upon. The first session of the mentor and the mentee could be called to be just a kick start. The mentee seems to be like a troubled boat looking for a hangout, and to make them reach the harbor, the mentor plays the role of a propeller. Which consumes his hard work, logical thinking acumen and sincerity transferring all its vestiges into the learner for ones proper development. The amazing qualities of being a mentor has to be exhibited in order to sensitize stakeholders i.e. patience, pursuance, kindness, Tolerance, knack of understanding and resolving the problems, counseling, motivating, showing the right path to reach their Pavilion by being a shaper on. Mentorship is a majorly focused area which helps to keep the right balance between the health and growth of the institution altogether. Thus is the major fabric of our core development area. Every mentor maintains his/her register, holds interview session, document their details, takes them into confidence to make them speak out their shortcomings and problems which of course needs lots of motivation, Ice breaking is the toughest part, once succeeded their needs are identified and simultaneously they are worked upon. Every individual has his own needs, thus one to one interactive sessions are held fortnightly in an amicable environment. The outcomes are jotted down, analyzed and are worked altogether. Subsequently inculcating in them the sense of responsibility, confidence, discipline, passion, positive thinking, relation building all leading to the understanding of personal and social bonding which is essential for the healthy growth of our institution and the community as well.

| | | |
|--|-----------------------------|-----------------------|
| Number of students enrolled in the institution | Number of fulltime teachers | Mentor : Mentee Ratio |
| 3459 | 38 | 1:91 |

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

| No. of sanctioned positions | No. of filled positions | Vacant positions | Positions filled during the current year | No. of faculty with Ph.D |
|-----------------------------|-------------------------|------------------|--|--------------------------|
| 37 | 37 | 0 | 0 | 36 |

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

| Year of Award | Name of full time teachers receiving awards from state level, national level, international level | Designation | Name of the award, fellowship, received from Government or recognized bodies |
|---------------|---|---------------------|---|
| 2018 | Dr. Prem Kumari | Associate Professor | Indo-Dubai International Achievers Excellence Award for Talented Personalities 2018 |
| 2018 | Dr. Prem Kumari | Associate Professor | Arch of International Education Excellence Award |
| 2019 | Dr. Prem Kumari | Associate Professor | Award for Excellence in Prominent Educationist of Asia |
| 2019 | Dr. Prem Kumari | Associate Professor | Bharat Ratna Rajeev Gandhi |

| | | | |
|-------------------|-----------------|---------------------|---|
| | | | Education Excellence Award 2019 |
| 2019 | Dr. Prem Kumari | Associate Professor | Indo-Russia Friendship Award for Education Excellence |
| 2019 | Dr. Prem Kumari | Associate Professor | International Achievement Award for Education Development |
| No file uploaded. | | | |

2.5 – Evaluation Process and Reforms

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

| Programme Name | Programme Code | Semester/ year | Last date of the last semester-end/ year-end examination | Date of declaration of results of semester-end/ year- end examination |
|------------------------------------|----------------|----------------|--|---|
| MA | Arts | Semester IV | 15/12/2018 | 15/02/2019 |
| MA | Arts | Semester III | 15/12/2018 | 15/02/2019 |
| MA | Arts | Semester II | 22/05/2018 | 30/08/2018 |
| MA | Arts | Semester I | 15/12/2018 | 15/02/2019 |
| BSc | Science | Part III | 15/05/2018 | 30/08/2018 |
| BSc | Science | Part II | 08/05/2018 | 25/08/2018 |
| BSc | Science | Part I | 05/05/2018 | 20/08/2018 |
| BA | Arts | Part III | 15/05/2018 | 30/08/2018 |
| BA | Arts | Part II | 08/05/2018 | 20/08/2018 |
| BA | Arts | Part-I | 05/05/2018 | 20/08/2018 |
| View Uploaded File | | | | |

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

Continuous internal evaluation system and the project works at the institutions level are the best internal modes of assessing are individual's performance and development on a continuous basis throughout the year Evaluating the standard of a student through the classrooms teaching and learning is of utmost importance which enlivens the premises of the institution. One to one interaction and discussion proves to be the integral part of the educational strategy. Group discussion, debate, Quiz competition, class tests, internal departmental seminars speech competitions on relevant days and dates act as a catalyst in the evaluating and assessing their progress. Subsequently their results are analyzed and adhered for conduct of examination organized which is again a great tool which heels in tapping the talent of an individual. On all this basis progress reports caliber and ability. A very sensible strategy abided by us is the review meeting in which the feedback of an individual as given, lacunas and strengths to be marked, followed by parents meeting the faculty members the most healthy practice which helps one to amend and improve

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

Our college being a constituent unit of Patliputra university Patna, functions in accordance with the rules regulations and guidelines provided by the university. The university prepares the academic calendar at the beginning of the session mentioning the dates of registration, commencement of classes, publication of sent up list, date of filling of exam. Form, date of practical exam, date of theory paper exam, evaluation of answer books, publication of result for both UG, PG and Vocational course. Along with this a list of holidays it also provided by the university. After preparing its academic and holiday calendar it is further approved by the chancellor of the university, the Governor of Bihar. This calendar is then forwarded to different college of university for its accomplishment. According to the schedule of the university our college also gives not to the students regarding enrollment, class notice registration etc. The commencement of classes in the academic session 2018-2019, for UG and Vocational courses for 16.07.2018 sent up list was published on 25.02.2019 for vocational courses. Date of filling of exam form for UG and Vocational courses 04.03.2019 to 20.03.2019, date of practices examination for UG courses 22.04.2019 to 30.04.2019 and for vocational courses 3.5.2019 to 10.05.2019 date of theory exam for UG courses form 2.5.2019 and for vocational courses 17.05.2019 schedirbed evaluation of answer books for UG courses from 15.05.2019 and for vocational courses 24.05.2019. Results were scheduled to be published for UG and vocational courses on 24.06.2019 The framework of this calendar is such that it gives provision to the college to incorporate important days and weeks, conducting of different fests, seminars, workshops, internal examinations, parents teacher meet alumni meet etc. Thus, following the academic calendar given by the university the college courses out effective planning to stick to the academic calendar. This provides the teachers and students to active the goal of their teaching and learning and their regular assesment. All the be giving of the session for the undergraduate programme each department plans its own ways of teaching and evaluation. The students in there deferent components theory practical and viva voce. The pattern is the marks distribution of all the components is as per the university format. There marks also help to divide the courses of lecture for teaching slow students and improve their performer before the university examination. For the post graduate programme an internal theory viva voce exam is conducted before the end of each semester. There following altering to the academic calendar given by the university is the prime motive of our college. For this the college carries out effective planning to stick to the sever academic calendar.

2.6 – Student Performance and Learning Outcomes

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

<https://www.samcpatna.ac.in>

2.6.2 – Pass percentage of students

| Programme Code | Programme Name | Programme Specialization | Number of students appeared in the final year examination | Number of students passed in final year examination | Pass Percentage |
|----------------|----------------|--------------------------|---|---|-----------------|
| B.A. Hons | BA | Economics | 138 | 137 | 99.28 |
| B.A. Hons | BA | Home Science | 115 | 115 | 100 |
| B.A. Hons | BA | History | 90 | 90 | 100 |
| B.Sc. Hons | BSc | Physics | 143 | 141 | 98.6 |

| | | | | | |
|------------------------------------|------|-----------|-----|-----|-------|
| B.Sc. Hons | BSc | Chemistry | 132 | 128 | 96.97 |
| B.Sc. Hons | BSc | Botany | 45 | 45 | 100 |
| MUS | MA | Music | 42 | 40 | 95.24 |
| HIS | MA | History | 92 | 85 | 94.25 |
| ENG | MA | Hindi | 28 | 28 | 100 |
| B.Com Hons | BCom | Accounts | 172 | 171 | 99.44 |
| View Uploaded File | | | | | |

2.7 – Student Satisfaction Survey

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

<https://docs.google.com/forms/d/e/1FAIpOLSe5wXeq2Yi9aJnAgiu8CK9KHT87cBFFJ8ANMVYmF4wGlWodjQ/viewform>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

| Nature of the Project | Duration | Name of the funding agency | Total grant sanctioned | Amount received during the year |
|---|----------|----------------------------|------------------------|---------------------------------|
| No Data Entered/Not Applicable !!! | | | | |
| No file uploaded. | | | | |

3.2 – Innovation Ecosystem

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

| Title of workshop/seminar | Name of the Dept. | Date |
|--|-------------------|------------|
| Exhibition/Poster/Model on topic steps for better environment protection | Physics | 22/09/2018 |
| National Science Celebrated | Physics | 28/02/2019 |

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

| Title of the innovation | Name of Awardee | Awarding Agency | Date of award | Category |
|---|-----------------|-----------------|---------------|----------|
| No Data Entered/Not Applicable !!! | | | | |
| No file uploaded. | | | | |

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

| Incubation Center | Name | Sponsored By | Name of the Start-up | Nature of Start-up | Date of Commencement |
|---|------|--------------|----------------------|--------------------|----------------------|
| No Data Entered/Not Applicable !!! | | | | | |
| No file uploaded. | | | | | |

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

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

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

| Name of the Department | Number of PhD's Awarded |
|------------------------|-------------------------|
| Sociology | 1 |
| Economics | 2 |

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

| Type | Department | Number of Publication | Average Impact Factor (if any) |
|-------------------|-------------------|-----------------------|--------------------------------|
| National | Economics | 2 | Nil |
| National | Hindi | 3 | Nil |
| National | History | 4 | Nil |
| National | Political Science | 3 | Nil |
| National | Commerce | 1 | Nil |
| No file uploaded. | | | |

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

| Department | Number of Publication |
|-------------------|-----------------------|
| Economics | 1 |
| Hindi | 2 |
| No file uploaded. | |

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

| Title of the Paper | Name of Author | Title of journal | Year of publication | Citation Index | Institutional affiliation as mentioned in the publication | Number of citations excluding self citation |
|--------------------|----------------|------------------|---------------------|----------------|---|---|
| N/A | Nil | Nil | Nil | Nil | Nil | Nil |
| No file uploaded. | | | | | | |

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

| Title of the Paper | Name of Author | Title of journal | Year of publication | h-index | Number of citations excluding self citation | Institutional affiliation as mentioned in the publication |
|--------------------|----------------|------------------|---------------------|---------|---|---|
| N/A | Nil | Nil | Nil | Nil | Nil | Nil |
| No file uploaded. | | | | | | |

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

| Number of Faculty | International | National | State | Local |
|-----------------------------|---------------|----------|-------|-------|
| Attended/Seminars/Workshops | Nil | 3 | Nil | Nil |
| No file uploaded. | | | | |

3.4 – Extension Activities

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

| Title of the activities | Organising unit/agency/ collaborating agency | Number of teachers participated in such activities | Number of students participated in such activities |
|---|--|--|--|
| Saksham A Seminar on importance energy efficiency and fuel conservation | NSS Unit in Association with Petroleum Ponservation Research Association (PCRA) | 2 | 200 |
| Opening of Sports day function with scooter raily | NSS Unit | 30 | 1000 |
| Poster Making Competition on themes save Girl Childs Enviromental Awareness | NSS Unit | 10 | 55 |
| Raily campaign on Swatch Bharat Abhiyaan highlighting the importance of Cleanliness and Sanitation to citizens. | NSS Unit of SAMC in accociation with other patna based colleges | 10 | 300 |
| Training cum Mock Drill on Fire Emergency. | NSS Unit of SAMC in accociation with the Bihar Red Cross Society | 8 | 268 |
| A training programme for student on Medical Emergency First Aid. Techniques on respiratory assistance, artificial heart pumping etc | NSS Unit of SAMC in accociation with the Bihar Red Cross Society | 10 | 250 |
| Independence Day Celebrated with Marched Past Parade and homage to Param Vir Chakra awardees by planting saplings in their memory | NSS Unit | 28 | 500 |
| Yoga day observed in college campus | NSS Unit | 18 | 300 |
| Enviromental day observed by planting saplings at karbhighiya power station and SAMC college campus | NSS Unit | 15 | 225 |

| | | | |
|--|----------|---|-----|
| Socio economic survey .Demographic, economic and social profile of the slum dwellers | NSS Unit | 5 | 125 |
| View File | | | |

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

| Name of the activity | Award/Recognition | Awarding Bodies | Number of students Benefited |
|---|-------------------|-----------------|------------------------------|
| No Data Entered/Not Applicable !!! | | | |
| No file uploaded. | | | |

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

| Name of the scheme | Organising unit/Agency/collaborating agency | Name of the activity | Number of teachers participated in such activities | Number of students participated in such activities |
|--------------------|---|----------------------|--|--|
| Swachhata Abhiyan | NSS | Campus cleanliness | 20 | 200 |
| AIDS Awareness | NSS | Seminar | 25 | 300 |
| Gender Issues | NSS | Seminar | 21 | 214 |
| No file uploaded. | | | | |

3.5 – Collaborations

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

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

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

| Nature of linkage | Title of the linkage | Name of the partnering institution/ industry /research lab with contact details | Duration From | Duration To | Participant |
|---|----------------------|---|---------------|-------------|-------------|
| No Data Entered/Not Applicable !!! | | | | | |
| No file uploaded. | | | | | |

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

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

No file uploaded.

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation

Budget utilized for infrastructure development

No Data Entered/Not Applicable !!!

4.1.2 – Details of augmentation in infrastructure facilities during the year

| Facilities | Existing or Newly Added |
|-----------------------------------|-------------------------|
| Campus Area | Existing |
| Class rooms | Existing |
| Laboratories | Newly Added |
| Seminar Halls | Existing |
| Classrooms with LCD facilities | Newly Added |
| Classrooms with Wi-Fi OR LAN | Existing |
| Seminar halls with ICT facilities | Existing |

[View File](#)

4.2 – Library as a Learning Resource

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

| Name of the ILMS software | Nature of automation (fully or partially) | Version | Year of automation |
|---------------------------|---|---------|--------------------|
| Auto Lib | Partially | 1.2 | 2017 |

4.2.2 – Library Services

| Library Service Type | Existing | | Newly Added | | Total | |
|----------------------|----------|------|-------------|------|-------|------|
| Text Books | 27000 | Nill | Nill | Nill | 27000 | Nill |
| Reference Books | 250 | Nill | Nill | Nill | 250 | Nill |
| Journals | 300 | Nill | Nill | Nill | 300 | Nill |
| Library Automation | Nill | Nill | Nill | Nill | 0 | Nill |

No file uploaded.

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

| Name of the Teacher | Name of the Module | Platform on which module is developed | Date of launching e-content |
|---------------------|--------------------|---------------------------------------|-----------------------------|
| N/A | N/A | Nill | Nill |

No file uploaded.

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

| Type | Total Computers | Computer Lab | Internet | Browsing centers | Computer Centers | Office | Departments | Available Bandwidth (MBPS/GBPS) | Others |
|----------|-----------------|--------------|----------|------------------|------------------|--------|-------------|---------------------------------|--------|
| Existing | 80 | 2 | 2 | 1 | 1 | 10 | 68 | 50 | 0 |
| Added | 28 | 2 | 0 | 0 | 1 | 0 | 0 | 0 | 0 |
| Total | 108 | 4 | 2 | 1 | 2 | 10 | 68 | 50 | 0 |

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

60 MBPS/ GBPS

4.3.3 – Facility for e-content

| Name of the e-content development facility | Provide the link of the videos and media centre and recording facility |
|--|--|
| N/A | Nil |

4.4 – Maintenance of Campus Infrastructure

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

| Assigned Budget on academic facilities | Expenditure incurred on maintenance of academic facilities | Assigned budget on physical facilities | Expenditure incurred on maintenance of physical facilities |
|--|--|--|--|
| 99351400 | 4312858 | 525000 | 4312858 |

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

1. There are established system and procedures to ensure effectiveness and efficiency while utilizing various facilities - laboratory, library, sports complex, classrooms etc. 2. Various staff committee have been constituted for the same. Initiating with the advisory committee - most important committee with principal as chairman. 3. This committee monitors activities of different committees in taking decision regarding development of the college. 4. The purchase committee headed by the principal discusses the purchase of required items for college use. After that a unanimous decision is taken for the same. 5. Laboratory equipment's are also purchased after prior approval and scrutiny by the purchase committee. 6. The garden committee constituting of faculty members from Botany background is responsible for the fauna and flora of college. The college has herbal garden and various potted plants. 7. The library committee decided about purchase issue and up gradation of library facilities. Private companies are hired for maintenance of science laboratories. 8. The BBM and BCA teachers are well equipped to take care of their computers not requiring outside hands. 9. There are separate set works for maintaining for buying chemicals and other equipment.

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

| Name/Title of the scheme | Number of students | Amount in Rupees |
|--------------------------|--------------------|------------------|
|--------------------------|--------------------|------------------|

| | | | |
|--------------------------------------|-----------|-----|---------|
| Financial Support from institution | PMS / NSP | 8 | 120000 |
| Financial Support from Other Sources | | | |
| a) National | NSP | 250 | 3000000 |
| b) International | Nil | Nil | Nil |
| No file uploaded. | | | |

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

| Name of the capability enhancement scheme | Date of implementation | Number of students enrolled | Agencies involved |
|---|------------------------|-----------------------------|--|
| Personal Counselling | 16/07/2018 | 367 | NSS Unit of Sri Arvind Mahila College, Patna |
| Yoga / Meditation | 23/07/2018 | 107 | NSS Unit of Sri Arvind Mahila College, Patna |
| Physical Fitness Health Care | 22/08/2018 | 217 | NSS Unit of Sri Arvind Mahila College, Patna |
| No file uploaded. | | | |

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

| Year | Name of the scheme | Number of benefited students for competitive examination | Number of benefited students by career counseling activities | Number of students who have passed in the comp. exam | Number of students placed |
|-------------------|--------------------|--|--|--|---------------------------|
| 2018 | Career Counselling | 35 | 35 | 30 | 30 |
| No file uploaded. | | | | | |

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

| Total grievances received | Number of grievances redressed | Avg. number of days for grievance redressal |
|---------------------------|--------------------------------|---|
| 38 | 35 | 10 |

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

| On campus | | | Off campus | | |
|------------------------------------|---------------------------------|---------------------------|-------------------------------|---------------------------------|---------------------------|
| Name of organizations visited | Number of students participated | Number of students placed | Name of organizations visited | Number of students participated | Number of students placed |
| No Data Entered/Not Applicable !!! | | | | | |
| No file uploaded. | | | | | |

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

| Year | Number of students enrolling into higher education | Programme graduated from | Depratment graduated from | Name of institution joined | Name of programme admitted to |
|---|--|--------------------------|---------------------------|----------------------------|-------------------------------|
| No Data Entered/Not Applicable !!! | | | | | |
| No file uploaded. | | | | | |

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

| Items | Number of students selected/ qualifying |
|---|---|
| No Data Entered/Not Applicable !!! | |
| No file uploaded. | |

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

| Activity | Level | Number of Participants |
|---|----------------------|------------------------|
| Presentation of Classical song at youth Festival at premchand Rangshala, Patna | Institutional Level | 15 |
| Saraswati vanadana at Annual Convocation of Nalanda Open University , held at Babu Sabhagar , Patna | Institutional Level | 10 |
| Song (Kul Geet) and dance presentation at sports meet of patliputra University | Institutional Level | 20 |
| Cultural Programme at international Conference | Institutional Level | 10 |
| Cutural Programme on Independence Day | Institutional Level | 25 |
| Presented cultural programme at North and North Eastern writer Regional workshop organized at Sri Arvind Mahila College in association with sahitya Academy , New Delhi | Institutioanal Level | 20 |
| Lecture by Dr. Shanti jain on popular folk and Seasonal songs of Bihar | Institutioanal Level | 15 |
| Inter College Kho-Kho Championship | P.P.U University | 24 |
| Inter College Kho-Kho Championship | P.P.U University | 24 |
| View File | | |

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international

level (award for a team event should be counted as one)

| Year | Name of the award/medal | National/ International | Number of awards for Sports | Number of awards for Cultural | Student ID number | Name of the student |
|------|-------------------------|-------------------------|-----------------------------|-------------------------------|-------------------|---------------------|
|------|-------------------------|-------------------------|-----------------------------|-------------------------------|-------------------|---------------------|

No Data Entered/Not Applicable !!!

No file uploaded.

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Activity of students council and the representative of students of academic bodies play a key role in the growth of an institution, holistically they are once who shoulder the responsibilities of the college affairs in partnership with the college management teaching and so forth in field of the welfare of their fellow students and the development of the college as a whole. It is very much instrumental in enhancing the capacity of the functioning of the institution is a healthier and proper way. The efficient and dynamic cell, headed by the general secretary who is a student representative under whose leadership. The dedicated wing works for their fellow students. Activity looks into their various issues academic, social interfolding, intra problems religious issues medical needs and various other demands are all worked upon and resolve it on their front with the help of the officials of the university and college, the proctors play an important role in helping them too. All together a healthy relation among each other, hence an environment of harmony and peace. The representatives are of graduate and post graduate level, matured and sensible enough to handle their jobs at their best. It is multifunctional cell in the field of academics it is very also in making it sure that the classes are running smoothly, any problem related to it they discuss and deal with it in a proper way. They have the feedback all out the teachers work culture their behavior any problems regarding classes co-curricular activity sports, media publicity are well dealt by them. Emphasis on discipline in the campus and soft skills are given in various awareness programmes they actively participate and represent sharing their interests concerns and behavioral nuances with the head of the different committees. Counseling cells of the students orient their thought processing in respect to the present scenario, C.V. writing spell development awareness programme regarding health and basic accessories of life save water save energy programmes, projects slogans, all help them in educating them authentically integrated activities are part and parcel of the students might form of development. The cultural bonding on an equal platform is the beauty of the youth. Weaker students are uplifted through various responsible people forming SC/ST cell, weaker section would get the incentive in cash and kind like stipend/scholarship free education for girls especially. Secretary drives practicing door to door tutoring in slums. Tour to orphanage and old homes is an extra mile travelled by them sit and spend time with them. They volunteer the show very well. And coordinator with the concerned heads gracefully proudly are say they are the soul of our institute.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

40

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

03

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

One can see the better practice of decentralization of power and use of participative management style at Sri Arvind Mahila College, Patna. This has resulted in enhancing effectiveness and efficiency of different operations relating to, day to day management of college. All the stakeholders such as principal, teachers, non teachers staff and students discharge their responsibilities in such a way to in-charge overall prestige of college. 1. various committees has been formed for example:- a. Academic committee b. Cultural committee c. Library committee d. Purchase committee e. Examination committee f. Advisory committee. All these committees has been delegated powers to perform in these respective areas. Their recommendations on the basis of consensus are implemented. This is the reason Sri Arvind Mahila College, Patna. has achieved academic excellence and leadership in girls education in Bihar in a short span of time. There is regular interaction of committee members along with H.O.D with principal. Everything is discussed in high level meeting and consensus decision taken. 2. student representative, staff representative and teachers representative play vital role in day to day governance and smooth operation of college they suggest principal for creating and retaining conducive academic environment. Different provisions has been taken by the college such as, a. Complain box. b. Suggestion box. c. Grievance cell. d. Parents - teachers meetings. Thus one can see the best provision of decentralization of power and participative management style of Sri Arvind Mahila College, Patna. 2. Academic Council, Advisory Committee, Library Committee, Sports Committee, Purchase Committee and Cultural Committee etc. These committees are free to advise college management for its all round development. There is regular interactions of committee members and H.O.D with principal and others authority of college. Everything is discussed in the meeting and consensus decision is taken. Elected college representative and others council members suggest principal for creating and sustaining conducive academic environment in the college campus. Thus one can see the best practice of participative management and decentralization of power in this college. Statutory and non-statutory committees of our college, in which committee members play active role in the day to day managements in our Institution. Regular meetings and discussions are held. 3. Not only this, weekly meetings of H.O.D of different department under the chairperson are held. In the meetings current accessories relating to day to day management of institution and achieving excellence are thoroughly discussed and views from different stakeholders are solicited. Specific duties has been assigned to committee members power has also been delegated to them for the discharge of their responsibility that the concept of accountability and responsibility always leads to efficiency in the college. The two examples that are evident and visible in the college are 2019-2020 1. Sports committee 2. Cultural committee

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

No

6.2 – Strategy Development and Deployment

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

| Strategy Type | Details |
|--------------------------------------|---|
| Curriculum Development | <p>As far as the development and designing of the curriculum is concerned it is within the preview of the concerned board of studies of the affiliating university. Number of teachers of our college as members of UG and PG boards of studies in different subjects play decisive roles in the formulation and implementation of the syllabi. The curriculum of all the courses thus developed by the university also undergoes for revision time to time. As per the course design, at the college level efforts are made to arrange for proper class plans, assignments and internal examination.</p> |
| Industry Interaction / Collaboration | <p>The college gives due emphasis on practical aspect of education and tries to under take measures as would create employability of the students. The career counseling cell in collaboration with various agencies working in the field of skill development conduct awareness campaigns and workshops in the college. All this is done to increase the awareness among students about their employability skills and in there polish them up for the current industry needs. Different departments of the college send the students for internships programme.</p> |
| Admission of Students | <p>Admission of the students in the college is conducted totally through online college process. All necessary informations regarding students are uploaded on the university website. Application forms for admission are uploaded on the university website The students are suppose to give their preference for the college. Then and there students user ID and password is generated. On acceptance of their form a confidential number is sent on students user ID mobile phone. From there they downloaded their confidential letter in which the name of the college which they are selected is mentioned. Along with that confidential letter the student comes to our college where after opening the students portal his/her name is checked and verified. The students is then admitted in the college on payment of the admission fee by Chalan in the bank admission and admission is confirmed.</p> |

Teaching and Learning

The college adopts both the conventional and information and technology method with the beginning of the session a review of the course content is done by the department heads and the teaching learning programme thus chalked out. Each member of the department is assigned the portion of the syllabus which he/she is supposed to plan for the entire session. This process is adopted by each department to make the learning process more effective and interactive. The portion of the syllabus is divided among the faculty members of the department according to their specialization. With the completion of each topic class discussion are organized, assignments are given to the students. In between the academic year quiz, debates, group discussion/panel discussions are organized at the departmental level. In order to mark out the slow learners, internal exams are taken. On the basis of their performance one to one discussion is done with the slow learners so that they can perform better in their final exams. Apart from this great emphasis is also laid on the practical classes of the department concerned. Practical classes provides a clear working knowledge of the topic which is complimented by the theoretical knowledge of the subject. Further to make the students aware of the modern professional world students are sent on for internships. On the basis of which they submit their project reports. There project reports are evaluated by conducting viva voce exams as per the norms of the university. In order to make the lecture more interactive and informative ICT enable teaching methods are also adopted by our faculty members. Teachers directs the students after explaining the context to visit the defect weblinks to get indepth knowledge of the topic. As our students belong form different sections of the society bilingual method of teaching is adopted by all the faculty members. This makes the class more interactive. Occasionally study materials are also provided by the teachers cornered. Time to time departmental seminars are organized by different departments as per their convenience. Further efforts

are made to conduct special lectures by visiting faculties. Apart from the academic development effort is also made by our college to organize talk or lectures regarding general awareness and personality development of the students

Examination and Evaluation

Our college follows the examination pattern as directed by the university. Apart from the yearly examination conducted by the university the college has evolved its own pattern of examination and evaluation. To get a better insight in the growth pattern of the students academic record the college conducts regular class tests as and when required by each department. On the basis of the classtests weak students are identified and then they are taught on one to one basis. The tutorial and remedial classes are also regular features of the college's evaluation system. These tutorial classes help the students in clarifying their doubts. In an effort to prepare the students for their final examination after completion of each topic questions are given by the teachers and the students are suppose to submit their assignment. The college also conducts an internal examination twice a year. The internal examination is conducted by each department. A record of internal assessment and evaluation is kept by the department concerned. Apart from these written ways of evaluation and examination practical classes also play very impartment role in assessing the knowledge and concept clarity of the students. From time to time at the departmental level oral tests are also conducted. To develop a competitive edge in the students quiz, debate and elocutions are also organized at departmental level. All these efforts help in understanding the problems of the students on a regular basis. Constant communication with the students helps in Solving the problems of the students. Suggestion and advice are given to the students for their betterment.

Research and Development

The institution has research and development cell for promoting research work among the students and faculty members. The cell consists three

members Dr. Ram Chandra Prasad, Department of Economics, Dr. M I H Khan Department of Commerce and Dr. Norah Nivedita Shaw, Department of English. R D Cell also facilitate faculty members in participating and presenting papers in national and international level. It motivates faculty members also to write research papers for peer reviewed journals. College also provide various facilities in this regards like WiFi connectivity, good library well equipped laboratory etc.

Library, ICT and Physical Infrastructure / Instrumentation

A library is a curretted collection of some of information's and similar resources selected by experts and made accessible to a defined community for reframe and borrowing. It provider physical and digital access to materials keeping with this out college library caters the needs of the students and the teachers. A library's collections ineuder books, periodicals, newspapers, magazines, journals and poject repots. In order to maintain the proper functioning and discipline of the library, there are men advisory committee for the library. It is the duty of the committee to maintain smooth functioning of the library. Our library consists of large member of text books and reference books of each subject giving an insight into various topics and chapters. To enrich and update out library new books are purchased as and when required. To keep a record of the member of visits to the liberary by the students to the library by the students a separate students visiting register in maintained. Teachers visits are registered digitally. Library of the college as a well furnished reading room separately for students and teachers. There are number of books an all the subjects available in the reading room for reference purpose. Students can sit and study in the library during the working home. Apart from the text books and reference books, other reading materials like newspapers, journal, magazines subject related and general awareness magazines are available to the students. The reading room for the faculty members gives them space where they can sit and refer to the books as and when needed. The college is spread over in the area of 3.3 acre with three

blocks with WiFi campus.

Human Resource Management

In order to ensure a healthy work environment in the institution the college management strives to develop the professional skills of both its teaching and nonteaching staff. For this the college has been a back bone of many all round activities to insure a growth of professional skills of its staff members. For this purpose the permanent teaching members are encouraged to go for various refresher courses, orientation courses and short term courses as and when required. For this duty leave is given for the required number of days. To upgrade and enhance the standard of academic environment the teaching faculties are also given duty leave to participate in national and international level seminars and conferences. Cultural programmes are conducted to motivate all the staff of the college which spread positive energies in the campus. Programmes like yoga day, environment day, Human Rights Day, Makar Sankranti celebration, Holi meet, teachers day celebration. Science day etc are organized. Further to develop the intellectual and competitive skills of the students science fest was organized in the college. Apart from these all the national days like independence day, Republic day are also observed with full enthusiasm among the students and the staff members. The college also organized national youth week, N.S.S day, blood donation camp, Traffic control week etc. All these activities together contribute towards a holistic development of the teaching faculties, nonteaching staff, support staffs and the students of the college.

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

| E-governance area | Details |
|--|--|
| <p>Planning and Development</p> | <p>The college maintains fully transparency and e-governance in the field of academic and administrative functioning. The college accounts and office system have taken steps towards implementing governance, in addition, admission process is being carried out online.</p> |
| <p>Administration</p> | <p>The college maintains better administrative system in the sense that each department and office including</p> |

| | |
|-------------------------------|---|
| | teachers and students body have been given. |
| Finance and Accounts | Finance and Accounts are maintained separately under the guidance of institution head . The college gets internal and external audit every year to maintain transparency in the system. |
| Student Admission and Support | The college strictly follows university and state government guidelines with regard to student admission and support system . Besides, the college also maintains transparency in the admission process by making online admission. |
| Examination | The college conducts examinations as per academic and university guidelines every year. Examinations are held as per the schedule. In addition to it , the college holds internal examinations as well as weekly tests to make satisfactory progress. |

6.3 – Faculty Empowerment Strategies

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

| Year | Name of Teacher | Name of conference/ workshop attended for which financial support provided | Name of the professional body for which membership fee is provided | Amount of support |
|---|-----------------|--|--|-------------------|
| No Data Entered/Not Applicable !!! | | | | |
| No file uploaded. | | | | |

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

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

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

| Title of the professional development programme | Number of teachers who attended | From Date | To date | Duration |
|---|---------------------------------|-----------|---------|----------|
| No Data Entered/Not Applicable !!! | | | | |
| No file uploaded. | | | | |

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

| Teaching | | Non-teaching | |
|---|-----------|--------------|-----------|
| Permanent | Full Time | Permanent | Full Time |
| No Data Entered/Not Applicable !!! | | | |

6.3.5 – Welfare schemes for

| Teaching | Non-teaching | Students |
|--|--|--|
| General Provident fund and Group Insurance | General Provident fund and General Insurance | Poor Boys Fund, Full and half free ship to Students, Full Exemption of fee to SC, ST, and Girls students |

6.4 – Financial Management and Resource Mobilization

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

The income and expenditure are closely monitored by (Bursar-income) bursar (expenditure) and the accountant head by the principal. Proposal for college are approved by development cum building committee and proposal pertaining to purchases are approved by the purchases committee of the college. All the financial rules and regulations are properly followed. Audits of all accounts including Vocational/Professional departments are carried out. In addition to it, external audit by the university has been done comprehensively. In case of salary and development grants, the college prepares budget for the forthcoming year and sends it to the university. It is duty approved by the syndicate at the university level and sent to the Education Dept. of Bihar Govt. The state government after scrutiny and approved sends the budget of all Universities of Bihar to the Bihar Legislative Assembly, where it is passed and thereafter, grants are released by the state government.

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

| Name of the non government funding agencies /individuals | Funds/ Grnats received in Rs. | Purpose |
|--|-------------------------------|---------|
| N/A | Nil | Nil |
| No file uploaded. | | |

6.4.3 – Total corpus fund generated

| |
|---|
| 0 |
|---|

6.5 – Internal Quality Assurance System

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

| Audit Type | External | | Internal | |
|----------------|----------|--------|----------|------------------------|
| | Yes/No | Agency | Yes/No | Authority |
| Academic | No | Nil | Yes | College Administration |
| Administrative | No | Nil | Yes | College Administration |

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

1. Parent-teacher meet at regular interval. 2. Parents counselling for better up-bringing of their girls child. 3. Association always advises for better development of college faculties and students.

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

1. Computer training for offices purposes. 2. Administrative Skills. 3. Conductive environment for self up gradation. 4. Stress Management program (yoga)

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

1. Implementation of CBCS in post graduate courses . 2. Development of software for obtaining online feedback form students, teachers, alumni, parents etc. 3. Awareness and training to faculties and supporting staff for better implementation of new education policy.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

| Year | Name of quality initiative by IQAC | Date of conducting IQAC | Duration From | Duration To | Number of participants |
|-------------------|------------------------------------|-------------------------|---------------|-------------|------------------------|
| 2018 | Special Guest Lecture Programme | 16/11/2018 | 26/11/2018 | 26/11/2018 | 25 |
| No file uploaded. | | | | | |

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

| Title of the programme | Period from | Period To | Number of Participants | |
|------------------------|-------------|------------|------------------------|------|
| | | | Female | Male |
| Self Defense Method | 13/09/2018 | 13/09/2018 | 211 | 0 |
| Women Safety | 06/09/2019 | 06/09/2019 | 250 | 0 |

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

Percentage of power requirement of the University met by the renewable energy sources

No Data Entered/Not Applicable !!!

7.1.3 – Differently abled (Divyangjan) friendliness

| Item facilities | Yes/No | Number of beneficiaries |
|-------------------------|--------|-------------------------|
| Ramp/Rails | Yes | 5 |
| Rest Rooms | Yes | 1 |
| Scribes for examination | Yes | 1 |
| Provision for lift | Yes | 1 |

7.1.4 – Inclusion and Situatedness

| Year | Number of initiatives to address locational advantages and disadvantages | Number of initiatives taken to engage with and contribute to local community | Date | Duration | Name of initiative | Issues addressed | Number of participating students and staff |
|-------------------|--|--|------------|----------|---|-----------------------|--|
| 2018 | 1 | 1 | 24/07/2018 | 7 | Plantation (Harparisar Hara Parisar) | Environmental Problem | 155 |
| 2018 | 1 | 1 | 14/08/2018 | 7 | Swachhta Pakhwara | Garbage Collection | 250 |
| 2018 | 1 | 1 | 13/10/2018 | 1 | Inauguration of Electoral Literacy Club | Electoral Issues | 150 |
| 2019 | 1 | 1 | 05/06/2019 | 1 | World Environment Day | Environmental Issues | 125 |
| 2019 | 1 | 1 | 28/01/2019 | 1 | Yuva Sansad Event | Political Issues | 225 |
| No file uploaded. | | | | | | | |

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

| Title | Date of publication | Follow up(max 100 words) |
|------------------------------------|---------------------|--------------------------|
| No Data Entered/Not Applicable !!! | | |

7.1.6 – Activities conducted for promotion of universal Values and Ethics

| Activity | Duration From | Duration To | Number of participants |
|--|---------------|-------------|------------------------|
| Expert Talk on Peaceful, Happy and Healthy Life | 12/07/2018 | 12/07/2018 | 150 |
| International Womens Day Theme : Balance for Better, Better the Balance - Better the World Talk on : Challenges in adolescent-Girls - By Dr. Ruma Goswami 2. Cancer in Women - Prevention and early detection by Dr. Rajesh Goswami | 06/03/2019 | 06/03/2019 | 112 |
| Prof. Usha Singh Memorial Lecture on | 27/11/2018 | 27/11/2018 | 150 |

Womens Empowerment
: Health and
Technique

No file uploaded.

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

1. Green Audit
2. Plantation
3. Say no to poly bags and plastic bottles
4. Switch to cotton / Khadi
5. Preserve Rail Waters in Well and Ponds.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

BEST PRACTICE – I Title of the Practice: Towards greenery and eco-friendlier campus of Sri Arvind Mahila College Goal: a. To keep the campus green and Clean. b. Implement and manage green sustainable initiatives in campus. c. Monitor reduce waste of campus operation activities. d. Practice what we teach learn in class rooms.0 e. Sustainable awareness action in the campus and local community. The Context: The faculty members, IQAC members and students have realized that the campus of Sri Arvind Mahila College should be green ecofriendly. Then they started to work upon it after forming a good team called GREEN TEAM of staff students along with the Botany department, NSS volunteers etc. Green campus is an environment which improves energy efficiency, conserving resources enhancing environmental quality. Green campus also demonstrates its commitment to ecological sustainability through its various programmes projects. Still more number of trees to be planted. The green committee is planning to plant more number of trees in the campus. The Practice: The Green Committee is working towards this issue in the campus. The members of the committee involved NSS student volunteers for tree plantation. In addition other students are also involved on a particular day so that everyone participates in this campaign. Plantation of 45trees (with gabion) was done with the help of Forest Environment Department, Govt. of Bihar. All the trees were of flowering trees. And 185 more good plants along with medicinal plants have been planted. We started different initiatives i.e. Conducting Seminars and Workshops to enhance the knowledge of students, faculties and other members who are working in the College, Bye-Bye to plastic materials inside the Campus. No uses of plastic materials are being implemented by replacing the plastic cups, plates, bags, disposals etc. Waste management and water harvesting are started in the campus. Uniqueness: We ask the students to bring some seedlings or seeds at least one from their home or from nearby place and try to grow them in the college campus the management also helps the team to buy plants. Constraints: The challenging issue is maintaining the planted trees and to avoid plastics 100 because climate environmental effects. A Water problem is the only major constraint in this but this can also be overcome by planting drought resistant plant species. Evidence of Success Through project VRKSHA already 150 plants were planted and 200 dustbins were kept outside the buildings and dustbins for each class rooms were provided and students are advised to keep their class rooms clean and they are following it so that the campus is dust and dirt free. Problems Encountered and Resources Required Students are not following the advise sometimes due to which there exist some unclean situations in some places but they are duly monitored and rectified.

BEST PRACTICE – II Title of the Practice: Women Empowering through Skill Development Counseling Goal: ? To give vocational, career oriented and technical education ? to privileged women to counsel and motivate women ? to lead a dignified life ? to empower women for changing fundamental aspects ? to sensitize women in general and society in particular about gender issues ? to create a mental climate for ensuring gender equity ? to contribute to national development The Context: The college is rooted firmly in the belief that no society can thrive if it excludes half the population of globe, namely women,

from the onward march of progress. Ever since its inception in 1886, the college has been rendering valuable service for the emancipation and empowerment of women. Fully aware of the countless psycho-social pressures which are deeply embedded in attitudes, practices and behavior patterns across the world and adversely impact the well-being of women, SAMC seeks novel and practical ways to create more opportunities for empowering women. Issues like gender discrimination within family, lack of decision making powers and pressures of social attitudes cause acute depression and lead to unhappiness among women. The economic status of women which is in a pathetic condition further limits the growth and development of women. Enhancing women's economic status is an important strategy for improving the welfare of Indian women living below poverty line. An effort is made to ameliorate the stress and limiting factors among women by helping women who could not complete their education due to familial, economic or social reasons. Vocational certificate courses are designed to equip lesser privileged women with skills to enable them to become economically independent and gain confidence. Skill development and vocational training in areas like textile designing, cosmetology, food preservation, basic computer basics, communication skills and classes in personality development which focus on entrepreneurial skills are provided to ensure employability. The Practice: As part of its mission of empowering women through education and selfreliance, the college has established the Women's Studies Centre (under the aegis of UGC) and Women Empowerment Cell that are vigorously involved in providing counseling and job skills to women from lesser privileged sections of society. The Centre is dedicated to improving the lives of young women through counseling and advocacy of a range of services that promote personal growth and economic independence. The Centre very enthusiastically engages in advocacy work to achieve greater equality and social justice for women Evidence of Success The Women Empowerment Cell set up under the centre is running a free vocational training course for the rural girls of the neighboring Villages since Dec. 2008. The first batch of 23 girls from Patna city were given training in Candle Making, Pot Decoration, Paper Mache, Cosmetology and Basic Computers. Since then the Centre has provided free training to around 400 girls from the economically weaker sections of the society. Problems Encountered and Resources Required The main problem was encountered in bringing women out from their conservative and non-supportive families governed by a patriarchal mind-set. Resources Required ? Human Resources/Professionals to impart training ? Professionals for Counseling ? Buses to provide free transport services

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

<http://samcpatna.ac.in/>

7.3 – Institutional Distinctiveness

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

To instill a spirit of full commitment and devotion at the mental and moral level among students to be good citizens of the country and serve the society for a better tomorrow as enshrined with the motto and vision of the college. Besides, the college has initiated various steps to maintain transparency in its admission process which is based on the philosophy that access to quality education is the fundamental right of all citizens. The college is fully committed to serving the economically and socially marginalized sections of the society and to this end, privileges them in the admission process. Thus it shapes the admission policy of the college. The college website and prospectus contain information about the institution and the courses of studies offered.

Provide the weblink of the institution

<http://samcpatna.ac.in/>

8.Future Plans of Actions for Next Academic Year

1. Development of Infrastructure 2. Emphasizing Inclusiveness in Academic Soft Skill 3. Preparation for CE Status (UGC) 4. RUSA fund 5. To conduct Energy , Academic and Green audit 6. Providing impetus to Research Activities 7. Organizing UGC Refresher /Orientation Courses 8. Initiating Faculty Development Programme. 9. To develop a systematic waste Management system 10. Reinforcement of regular feedback system from all the stakeholders 11. Reformation of Students Academic Performance Evaluation scheme at department level. 12. Promoting study Tour facilities to student for environmental, Social and onsite study 13. Enhancing Teaching Learning process by using ICT. 14. Automation of Admission with industry 15. Emphasis on collaboration with Industry 16. Upgradation of Library 17. Automation of office