YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution   SRI ARVIND MAHILA COLLEGE

- Name of the Head of the institution   PROF. (DR.) PUNAM

- Designation   PRINCIPAL

- Does the institution function from its own Yes
  campus?

- Phone no./Alternate phone no.   9835868205

- Mobile no   9934844871

- Registered e-mail   iqac.samcpatna@gmail.com

- Alternate e-mail   SAMCPATNA0612@GMAIL.COM

- Address   KAZIPUR

- City/Town   PATNA

- State/UT   Bihar

- Pin Code   800004

2.Institutional status

- Affiliated /Constituent   Constituent

- Type of Institution   Women

- Location   Urban

- Financial Status   UGC 2f and 12(B)

- Name of the Affiliating University **PATLIPUTRA UNIVERSITY PATNA**

- Name of the IQAC Coordinator **DR. SHIV NARAYAN SINGH**

- Phone No.

- Alternate phone No. **9835868205**

- Mobile **9334333509**

- IQAC e-mail address **iqac.samcpatna@gmail.com**

- Alternate Email address **shivnarayan22@yahoo.com**

3.Website address (Web link of the AQAR (Previous Academic Year) https://samcpatna.ac.in/wp-content/uploads/2022/04/2019-20.pdf

4.Whether Academic Calendar prepared during the year? **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: https://samcpatna.ac.in/

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B+**	**2.51**	**2017**	**23/01/2017**	**22/01/2022**

6.Date of Establishment of IQAC **17/03/2016**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	**Nil**	**Nil**	**Nil**	**Nil**

8.Whether composition of IQAC as per latest NAAC guidelines **Yes**

- Upload latest notification of formation of IQAC   View File

9.No. of IQAC meetings held during the year **0**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? `Yes`

- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

10.Whether IQAC received funding from any of the funding agency to support its activities during the year? `No`

- If yes, mention the amount

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

`Organised various online webinars`

`Developed E-content Depository, where all faculty members uploaded their subject notes for students during lockdown period due to COVID Pandemic`

`In order to enhance egovernace admission process has been shifted from manual to online process`

`Online Competition organized on Events : Poster making, Poem writing, Essay Writting, Slogan writing etc.`

`COVID-19 Pandemic related precousion guideline & awareness programes conducted online with help of Doctors`

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

08-04-2024 04:09:59

Plan of Action	Achievements/Outcomes
Streamline online education programmes for the UG & PG students.	Faculty members were encouraged to take online classes and provide reading materials to the students.
Measures to improve the process of learning and teaching	IQAC directs the faculty members for completion of course on time and clear all the doubts of the students during the classes. They are motivated to use the ICT tools and incorporate the new developments in the field of education in their day to-day teaching.
Academic calendar prepared in the beginning of each academic year which will be strictly followed.	In the beginning of the academic year i.e. 2020-2021 academic calendar was followed despite of Lockdown due to pandemic. With the initiation of IQAC several faculty members attended and completed their F.D.P and workshops on skill enhancement and capacity building for teaching and non-teaching staff. Orientation program was also successfully completed by different faculty members.
ICT-based teaching – learning experience	The Mode of Teaching-learning had been changed to virtual platform due to National Calamite COVID-19 pandemic. Tools such as ZOOM & Google Meet are used for teaching-learning purpose. In addition, teachers use tools such as PPT, YouTube videos, and subject specific software to optimize learning experiences.
Seminars / Webinars on emerging trends in different disciplines. Contemporary issues, Social issues and on issues relevant to	Different department arranged webinars.

professional Ethics etc.	
Student Progression	Students were encouraged to take initiative in several co and extracurricular activities. They were encouraged to participate in faculty guided intramural projects. Carrier counseling cell is constituted to give direction and carrier guidance to students who are appearing in BPSC, UPSC and NET competitions. Senior teachers of different department also give directions to the aspirants.

13. Whether the AQAR was placed before statutory body? **No**

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

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• Designation	PRINCIPAL
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- Name of the statutory body

Name	Date of meeting(s)
Nil	**Nil**

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2019-20	**16/02/2020**

15.Multidisciplinary / interdisciplinary

16.Academic bank of credits (ABC):

17.Skill development:

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

20.Distance education/online education:

Extended Profile

1.Programme

1.1   **311**

Number of courses offered by the institution across all programs
during the year

File Description	Documents
Data Template	[View File](#)

2.Student

2.1   **5527**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2   **2763**

Number of seats earmarked for reserved category as per GOI/
State Govt. rule during the year

File Description	Documents
Data Template	[View File](#)

2.3   **1096**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	[View File](#)

3.Academic

3.1   **37**

Number of full time teachers during the year

File Description	Documents
Data Template	No File Uploaded

3.2   **37**

Number of sanctioned posts during the year

Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	**311**

File Description	Documents
Data Template	View File

2.Student	
2.1 Number of students during the year	**5527**

File Description	Documents
Institutional Data in Prescribed Format	View File

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File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**1096**

File Description	Documents
Data Template	View File

3.Academic	
3.1 Number of full time teachers during the year	**37**

File Description	Documents
Data Template	No File Uploaded

3.2 Number of sanctioned posts during the year	37

File Description	Documents
Data Template	No File Uploaded

4.Institution

4.1 Total number of Classrooms and Seminar halls	33
4.2 Total expenditure excluding salary during the year (INR in lakhs)	14.57593
4.3 Total number of computers on campus for academic purposes	108

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Sri Arvind Mahila College, Patna is a constituent college of Patliputra University. The College follows the syllabus and curriculum set by the Patliputra University. The college ensures effective curriculum delivery through a well-planned and documented process. The Time-Table Committee of the College designs a master time-table that distributes subject classes and practical classes in a manner that makes teaching efficient. The class time-tables are prominently displayed on the notice boards for students in each department. At department level, classes are allotted according to the allocation of syllabus portions among teachers. The teachers prepare the lesson plans and delivery contents. The teaching plan is prepared by the individual teachers of respective departments. Special attention is given to the needs of both the Slow (viz., doubt classes) and Advanced learners (viz., through self-assessment and self-evaluation). Generally, the Curriculum delivery methods are Lectures, PPT Presentations to illustrate ideas and concepts,

Laboratory work, ELearning, online mode of teaching, identifying online resources for self-learning. During the lockdown, the College ensured that the faculty members and reading resources are available to the students uninterruptedly through different digital modes viz., ZOOM cloud meetings (application), Google meet (meet.google.com) for the classes. Teachers shared relevant e-content on college website. Audio/video lectures were sent to students who do not have high internet connectivity. The quality of class room teaching is enhanced by adopting different pedagogical teaching learning methods. Teachers are encouraged to keep themselves updated about the new developments in their respective and other associated fields.

File Description	Documents
Upload relevant supporting document	**No File Uploaded**
Link for Additional information	http://www.ppup.ac.in/ug-syllabus

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

For the Internal Assessment, rules of Patliputra University are followed with 15 Marks for written test , 5 marks for Assignment/Project, 5 marks for seminar/quiz and 5 Marks for punctuality and conduct. Special attention is given to cater to the needs of both the Slow and Advanced learners. Continuous Internal Assessment evaluation of students is done by the faculty members through innovative teaching pedagogies and techniques like case studies/ field visits/ project works etc. The college strictly monitors the attendance of the students and the admit card is given to the students for the end-semester exams provided they fulfil the required minimum attendance.

Pandemic and consequent Lockdowns have had a severe adverse impact on almost all things,bthrowing the ordered system into disarray. Examinations could not be held on time and sessions got delayed. Despite the difficult situation, we tried our best to adhere to academic calendar by holding online tests through Google forms in various subjects. The college within the scope of the university guidelines tries its best to bring reliability and accountability in the evaluation process. The major reforms initiated by the Chancellor's secretariat and implemented by the university and colleges.

File Description	Documents
Upload relevant supporting document	**No File Uploaded**
Link for Additional information	**Nil**

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

9

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

0

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	[View File](#)

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

N/A

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	**No File Uploaded**

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Sri Arvind Mahila College, Patna integrates Cross-cutting issues of the society like Human Values, Professional Ethics, Gender Equality, Environmental Awareness as inseparable part of curriculum. Human Values and Professional Ethics and Gender Sensitization paper is introduced in MA programmes as AECC course. We have another AECC course named Environmental Sustainability and Swachcha Bharat Abhiyan Activities, to enable students learn about sustainable environment and cleanliness in society.The College offers Undergraduate & Post Graduate courses in various Arts, Science &Technical Streams which address Gender, Environment & Sustainability, Human Values and Professional ethics. Some Subjects offers full paper and some papers include topics related to these areas. At the Undergraduate level, the above issues are covered in the following course syllabus - Gender related Issues: B.A Hon's (Hindi) - One full paper related to gender i.e., Dalit Sahitya

aur Stree Vimarsh in the IIIrd year. B.A. Hon's (Urdu) - A chapter (i.e, Grahan) addresses women's problems in society in paper IIIrd of the IInd year. Environment and Sustainability: B.Sc. Hon's (Botany) - One full paper named 'Environmental Biology' in the IIIrd Year. Human Values: B.A. Hon's (philosophy) - IInd Year 'Moral and Social Philosophy'. College celebratesNational and International events ofimportance.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	**No File Uploaded**

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

6

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Institutional Data in Prescribed Format	<u>View File</u>

1.3.3 - Number of students undertaking project work/field work/ internships

30

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	[View File](#)

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	https://samcpatna.ac.in/about-us/#
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**No File Uploaded**
Any additional information	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	**Nil**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

5527

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

1511

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Our college covers the whole of Patna and the surrounding rural areas, from where girls come from all backgrounds, that includes different castes, religions and economic backgrounds. So, here we try to create an environment, where the students first of all feel safe and feel free to express themselves. Next, our main aim is to make sure that there exists no discrimination within the college, so that the feeling of equality is maintained. As far as studies are concerned, we look to each individual alike, but there are limits to what anyone can do. Here, we try to successfully identify the slow learners and advanced learners from their responses in the class. For the weaker students, we hold extra lectures for them so that they can come at par with the other students in the class and avail opportunities within the college to empower themselves. As far as advanced learners are concerned, we try to promote them to take up more academic activities. We often group them together and give them some projects to work upon and promote them to present their papers.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
5527	**36**

File Description	Documents
Any additional information	**No File Uploaded**

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

All the teachers follow student centered approach while imparting content in the classroom where they act as facilitator and guides, and encourage students to contribute to the body of knowledge, through various regular participative activities viz., group discussions, projects, field visits, educational tours, seminars, extension lectures etc.which are organized in the college. The students actively participate in these activities within and outside the college. Students are given individual projects and class assignments for focusing on self study and to encourage their independent learning. Different student support systems are available in the college like Library, Computer Lab,Reading Room, ICT based classrooms (Smart Classrooms).Beyond the classroom, college gives high importance to all-round development of students through extra-curricular, cocurricular and field based activities. To increase the concentration in various activities, the college has framed many committees including the Cultural Committee, Sports Committee, Canteen Committee, Career counselling cell, the Debate Committee etc.Both intra and inter-college sports competitions are organized, where students exhibit talent in variety of games.In order to inculcate human values, ethics and social responsibility, students are encouraged to participate in activities.The sole object of education is to enable students to prepare themselves to face the challenges of global scenario.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The college has traditionally followed the chalk and talk method of teaching, where more emphasis is given to classroom interaction but during the previous two years, there have been various changes that have been brought to the traditional teaching style of the college. The college now has 17 classrooms where projectors have now been placed for smart classes and the faculty members are very technofriendly. Many of the faculty members bring their own personal laptops and tablets to help the students visualise some concepts, which are difficult to understand. The institute premises are Wi-Fi enabled, which has been provided to promote independent learning. Well security is provided to the Wi-Fi users and its access is controlled by the college officials. Now, the teachers also encourage the students to attend various online courses, webinars and also ask them to just contact them during the evening if they are stuck at some problem. So, the teachers are also in a way, available for the students 24x7.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

36

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	**No File Uploaded**
Circulars pertaining to assigning mentors to mentees	**No File Uploaded**
Mentor/mentee ratio	**No File Uploaded**

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

36

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	[View File](#)
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	[View File](#)

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

34

File Description	Documents
Any additional information	[View File](#)
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	[View File](#)

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

614

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	[View File](#)

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Assesement of performance is an integral part of teaching and learning process. The academic performance of student is continuously monitored by the continuous performance assessment in theory and practical test. Assignments are given to the students to assess their level of understanding. Class test and Terminal examinations are also conducted properly.Sent-up examination is conducted on the pattern of final examinations. This includes both practical and viva-voce examinations. Date sheets and notifications of Internal assessment is circulated in departments and also displayed on notice boards of the college. Result of these examinations are displayed on notice board and discussed with the parents in departmental Parent-Teacher Meetings. During this meeting a feedback is taken from the parents.The IQAC members analyzing the input from feedback system and use the suggestion for holistic improvement of students as well as institution. Importance of these outcomes is also communicated to facultymembers in meetings. Student securing highest marks in class test and sent-up examination and the highest attendance percentage are felicitated by the college on the occasion of College Annual Day and College Foundation Day, Independece Day & Republic Day. Meetings of departmental council are conducted on monthly basis to review and assess the completion of syllabus, result of examinations and to discuss the overall devlopement of students.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	**Nil**

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-

bound and efficient

There is a well established mechanism for redressal of grievances related to evaluation process. In case of dissatisfaction with the marks obtained ,a student can apply for the redressal. The university has provision for retotalling, for this the relevant documents alongwith application is submitted by the student to the Controller of Examination through proper channel for speedy redressal of the issue. The university looks into the grievance and after retotalling takes a final decision. If there are discrepencies in the marksheet regarding marks or any personal details, the student has to again submits an application with relevant document which is forwarded by the college. The Controller of Examination after scrutinizing the marksheet make necessary correction. The close and continuous communication is maintained by the Controller of Examinations with the university authorities for speedy disposal of queries, explanations and doubts if any. In case of internal assessment ,redressal of student grievance is executed by the concerned department with the help of subject teacher and Head of the department.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	**Nil**

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The Institute has well defined learning outcomes. The vision and mission of the institution emphasizes on promoting value education through motivated trained faculty that helps the students to accept the challenges of globalization. The College has a proper mechanism of communication of the learning outcomes of the Programs and Courses. Teachers verbally address the course outcomes to the students during classroom teaching. Feedback mechanism is the key of all academic developments. It enables students to acknowledge the academic value of the education. Therefore it becomes moral responsibility of faculty members to understand and communicate the programme outcome, programme specific outcomes and course outcomes to the students. Hard Copy of syllabi and course/programme are available in the respective departments for ready reference to the teachers and

students. Program Outcome, Program Specific outcome & Course Outcome with detail syllabus is displayed on college website.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	<u>http://www.ppup.ac.in/ug-syllabus</u>
Upload COs for all Programmes (exemplars from Glossary)	**No File Uploaded**

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

It is very important for the students to understand the basic objectives of the academic value addition they receive in the college. Therefore, it becomes the moral responsibility of faculty members to understand and address this important information through course outcome, program outcome and program specific outcome to the students. Course Outcome: Course outcome for undergraduate program and postgraduate program is designed on two different levels: Undergraduate programsThe process of course outcome assessment is based on 1.Mid -term and sent up examination carried out in all the programs keeping the course outcome in mind. 2.Assignment: Each and every student is assigned with course related tasks during every course work and assessment is done based on their performance. Grades/Marks are assigned depending on their innovation in solving/deriving the problems. Postgraduate Programs There is a provision of CIA where students sit for written test based on the patterns of University exam. Additionally, assignments are given and presentations are also conducted. Attainment of Program Outcomes and Program Specific Outcomes: Indirect assessment: The feedback is collected through feedback form from the students at the end of each session.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	**Nil**

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

1016

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<u>View File</u>
Upload any additional information	**No File Uploaded**
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<u>https://docs.google.com/forms/d/e/1FAIpQLSe5wXeq2Yi9aJnAqiu8CK9K HT87cBFFJ8ANMVYmF4wGlWodjQ/viewform</u>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	<u>View File</u>

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

34

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	<u>View File</u>

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	<u>View File</u>
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

College motivates the faculty members to submission of research proposals to various funding agencies like BSR, CSIR, UGC ICSSR, ICPR etc. The Institution has state-of-the-art innovative ecosystem of learning resources including ICT enabled classrooms, Smart classrooms are getting popular now-a-days and the college have an eye over the technology so that the students are benefited. The teaching - learning process is supported by the adequate infrastructure of the Institution. While the number of new infrastructural development has increased, the number of existing classrooms and seminar halls has been upgraded with new technology supported with ICT, LAN, LCDs, Smart Boards, CCTV Cameras, and Wi-Fi facilities. Equipment such as laptops, web cameras, printers, projectors, etc. should be accessible for students and should be given to them according to their needs.

Training for theuse of ICT devices and Digital library should also be provided by the college to students regarding newly launched products and give them hands on training. This will give an edge over others when it comes to placement and higher studies. As a prime learning resource, the College Central Library is automated with all its subsystems like LAN connectivity and Wi-Fi.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

01

File Description	Documents
Report of the event	<u>View File</u>
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	<u>View File</u>

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

10

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	[View File](#)
Any additional information	[View File](#)

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

9

File Description	Documents
Any additional information	[View File](#)
List of research papers by title, author, department, name and year of publication (Data Template)	[View File](#)

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

0

File Description	Documents
Any additional information	[View File](#)
List books and chapters edited volumes/ books published (Data Template)	[View File](#)

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

NSS of our college work incessantly with tinacity to help the masses during the covid. Our volunteers helped the

administration in maintaining social distancing in banks, railway station etc and also helped the Health Department, Govt. of Bihar in vaccination drive as well as association with CARE India, the awarness program to propagate the message of necesity of vaccination.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

2

File Description	Documents
Any additional information	<u>View File</u>
Number of awards for extension activities in last 5 year (Data Template)	<u>View File</u>
e-copy of the award letters	**No File Uploaded**

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

9

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

500

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

1

File Description	Documents
e-copies of related Document	**No File Uploaded**
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries,

corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	[View File](#)

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The institution ensures adequate availability and optimal utilization of physical infrastructure as it is critically linked to the vision of the college. All the departments and laboratories including library have computers and printer with Wi-Fi facilities and these are accessible to students through proper permission of the authorities. Most of the department have projector cum computer which enables ICT teaching and learning process. College has Seminar hall and conference room with ICT facilities. The College has Central & Technical library along with library in most of the departments and students can avail the facilities by showing Identity Card issued by the college.

2020-21 had three distinct phases (i) one from July 2029- November 2020 the first wave of COVID 19 in which online activities played dominant role (ii) the second the diminishing phase of the first wave(December2020- March 2021) in which physical infrastructures with proper sanitization played pivotal role and (iii) the third during rise of the second wave of COVID 19 and consequent Lockdown period in which digital platform proved to be of immense significance and utility.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

SPORTS FACILITY

- **College has a spacious stadium / playground which is used by students to practice and play various outdoor games and sports such as football, Cricket, Kho-Kho etc.**
- **Several sporting equipments are available in college.**

SEMINAR HALL/CONFERENCE HALL

- **Seminar Hall has a seating capacity of126 people, equipped with audio-visual facilities along withrecording facilities and an excellent sound system. It also has projector screen, white board, green board and a podium**
- **The Seminar Hall is used for holding seminars, symposia,**
- **workshops, group discussions, lectures etc.**
- **Fully equipped Conference hall for meeting and presentations are available in the premises.**

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

17

File Description	Documents
Upload any additional information	View File
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

12.39945

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The college has extensive library with comfortable seating arrangements. The library is automated by software Auto-Lib and well maintained by qualified and experienced librarian and staff members. The software generates all the essential report and maintain data base of all books and smoothen the task of librarian and users. To avail the services of library, students have to register themselves by filling a registration form and unique number is generated for users and on scheduled date and time they can take advantages of library like issue, reissue, return and other facilities. The records of students and teachers who visit the library have been well maintained by the library staff. To enhance and improve the library services the library committee takes regular feedback from users and laid down procedures, so that each and every user can take optimum

utilization of available resources.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional Information	**Nil**

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

C. Any 2 of the above

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<u>View File</u>

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

2,03,320.00

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<u>View File</u>

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

104

File Description	Documents
Any additional information	[View File](#)
Details of library usage by teachers and students	[View File](#)

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

All the departments and laboratories including the library, Administrative office etc. have computers and printers. As the computers are Wi-Fi enabled, therefore internet facility is accessible. Most of the laboratories, administrative offices etc. have on-line UPS to provide un-interrupted power back-up.

College has clear policy regarding Information technology. All the Departments and library has computer & Printer with Wi-fi facilities and these are accessible to students through proper permission of authorities. The policy provides a framework for use of IT infrastructure and also lays down vision and mission of the college in making all its task IT enabled. It also outlines a mechanism for establishing and maintaining the IT infrastructure at college campus. Under its policy of 'Saat Nishchay' the Government of Bihar has provided IT and Wi-fi facility in the college.To ensure safety of students, staff and college infrastructure CCTV Camera has been installed. College has appropriate budgetary provision for expansion and updating its IT facilities including Wi-fi.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

108

File Description	Documents
Upload any additional information	**No File Uploaded**
List of Computers	**No File Uploaded**

4.3.3 - Bandwidth of internet connection in the Institution   **A. ? 50MBPS**

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	**No File Uploaded**

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

1457593

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<u>View File</u>

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The college ensures optimal allocation and utilization of the available financial resources for maintenance and upkeep of different facilities by holding regular meeting of various Committees constituted for this purpose and using the grants received the college as per the requirements.

BUILDING INFRASTRUCTURE- The Building Committee looks after the maintenance, repair and constructional works inside the campus. Construction, repair and maintenance of the building and physical infrastructure like water supply &power supply are looked after by this committee.

MAINTENANCE OF FURNITURE- as per the requirement of departments

and office, carpenter has been hired to look after the maintenance and repair work of furniture, fixtures and other physical infrastructure.

MAINTENANCE OF LABORATORY EQUIPMENT-Each lab maintains a stock register of all the laboratory items. A committee is formed by the college administration which inspects and evaluates the current working condition and status of equipments.

Library:- The requirement and list of books is taken from the concerned Departments and HOD's are involved in the process and approved by the Principal. All the issues regarding Library maintenance & Purchasing and other facilities are done by Library Committee.

MAINTENANCE OF SPORTS COMPLEX & ITS RELATED EQUIPMENTS sports committee looks after the requirement and facility related tosports and gives requisition to the college administration for purchasing and maintenance of sports items and maintenance of Indoor Complex.

MAINTENANCE OF DIGITAL DEVICES- Trouble are shortout by called on Computer Network Engineers / Technicians

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

300

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

2

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

B. 3 of the above

File Description	Documents
Link to Institutional website	**Nil**
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

36

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

36

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

4

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

650

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

0

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The college has Students Association for Undergraduate programme. They have been actively engaged in the academic and administrative functions as the college strongly believes in democratic values and gives opportunity to students in supporting the co-curricular and extracurricular activities conducted in the college. The concept of students' participation in administration and governance is fully emphasized and practiced in the premises. Students actively participate in various academic and administrative works by becoming the elected members of such body like-IQAC, Sports Committee, Common Room Committee, Students' Central Society, Science and IT Society,Green Earth Brigade Cell, Students' Grievance Redressal Cell, Sexual Harassment Cell, Anti -Ragging Cell, Environment Cell of the college. Their volunteer involvement can be witnessed at the time of seminar and admission serving from Helpdesk to help the admission seekers and guests. Students' Central Society: The Students' Central Society an elected body of students' representatives is an integral part of college administration. It is also known as Students' Cabinet. Election

for different posts like, General Secretary, Assistant General Secretary, Cultural Secretary, Sports Secretary, Sanitation Secretary, Science and IT-Secretary, Green Earth Brigade Secretary, Environment Secretary and Treasurer is held every year in the month of January.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

2

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	<u>View File</u>
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<u>View File</u>

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The College has a functional AlumniAssociation. It meets periodically to discuss the ways and means to improve the academic environment of the College, as well as to exchange views on the employment opportunities and scope for higher education. Alumni of the College contributed both financially and non financially over the years in growth and development of the College. In association with NSS Units, the association regularly conducts Blood Donation and Health Check-up Camps. All the departments have a Database of the final year students,

which is updated from time to time. Annual Alumni Meetings bring a rich interaction between old and younger generations, which also upholds our cherished customs and traditions. It also deliberates upon the role of the Alumni in positive interaction with the society through participation of young students under the guidance of senior teachers. The Alumni Association has majorly contributed the College through institution of awards, development / creation of certain facilities, curricular support through occasional interactions with the students within the campus. The Alumni of the college are contributing immensely for the development of the college through their guidance and support.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)   E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision

"Lead us to the righteous path,

Lead us from darkness to light,

Lead us from death to immortality."

Here we do not mean the immortality of the human body, but the human ideas, institutions, human thought & training, which is imparted to the students, should live on for generations to come…

- To stimulate both the hearts and minds of students
- Empower them to contribute to the welfare of the society at large
- Train them to adopt themselves to the changing needs of the economy
- Advocate them for cultural leadership
- Thus make Sri Arvind Mahila College- One of the most creative, innovative colleges in Patna and Bihar -an asset that Patna urgently needs.

Mission

- To create a vibrant culture of academics and extracurricular activities which together make girls into self- confident, self- reliant, self- sufficient, responsible and capable individuals.
- To change the way people think- to encourage students to break free of constricted modes of thinking, so that they can respond to new opportunities and challenges without limitations.
- To make students flexible, more movable and easy to deal with.
- Grooming leading leaders who are not only thorough professionals but good human beings with values and "Sanskars".

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The Principal is the academic and administrative Head of the institution. Sheheads all the committees of the college as chairperson. The Principal, IQAC and College Development Committee preparesthe road map of development of the college and articulate guidelines to manifest qualitative improvement in teaching and learning environment with ethos to achieve academic excellence. The Principal is the Chairperson of IQAC, which plays a pivotal role in ensuring effective communication and requisite networking with various stake holders. The various

committees like College Development Committee,Building
Committee, Purchase Committee" Vocational Committee" Heads
Committee" etc comprisesof the faculty members are actively
involved in decision making process. College Development and
Building Committee approves development projects, while Purchase
Committee approves the proposals pertaining to purchase of
various items like equipment, instruments, furniture etc. The
Heads Committee and Vocational Committee are entrusted the
responsibilities of devising logistics for successful
implementation of academic activity plan.

File Description	Documents
Paste link for additional information	https://samcpatna.ac.in/cell-committee/
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The policy statements and action plans for fulfillment of the
stated mission: The College is led by the principal. The
policies and action plans commensurate with the mission of the
college are crafted by the principal along with IQAC through
continuous deliberations with Head of the departments, senior
teachers, staffs and other stake holders. • Formulation of
action plans for all operations and incorporation of the same
into the institutional strategic plan: Since the college is
primarily led by the principal, therefore, action plans
formulated under herleadership with the help of IQAC become the
institutionalstrategic plan. Under the direction of the
principal, action plans are executed and implemented by the
Department Committees. The respective Head is responsible for
successful implementation of the plan. The qualitative aspect of
the executionof the plan is monitored by IQAC of the college. •
Interaction with stakeholders: The principal of the college
interacts with the various stakeholders, alumni, parents,
community, corporate leaders, NGOs, social activities etc. and
communicates to them, the Vision and Mission of the college. He
solicits suggestions from them and the valuable feedback
supplied by them are used for further improvement.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The Administrative set up of this college is the base pillar to ensure proper functioning of this college. The academics tradition system of the college comprises of the Principal, Income and Expenditure Bursor, Proctorial board , information officer. This administration machinery of the college is also aided with cells and committees for the development of the college and its student. There is departmental council under the chairmanship of the head of department of every subject. Along with this, there are multiple committee like sports committee, NSS, Admission committee, Controller of examination, Placement cell, Anti-harassment cell, Anti-ragging cell, Event committee, Academic Committee and Research committee etc. The meetings of these committees and cells are held frequently with the principal and suggestions and consensus and made accordingly byeach of these committees. They work very efficient in their respective fields and strive to bring about holistic development in the student and chalk the way forward to set this college in the category of the best college of the state. The appointments are made by the rules of the Patliputra University. Since this college is a constituent unit of the university, it does not have the power to make regular appointments.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance   **A. All of the above**

**and Accounts Student Admission and
Support Examination**

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user inter faces	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<u>View File</u>

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Our College has a performance appraisal system which assesses the Teacher's work regularly. Students are given feedback forms which they fill about the Teacher's performance. Their feedback is analyzed and in accordance with it action is taken. We have an academic council also. The regularly visit the classrooms and see to it that the teachers are present in their respective classes. Our University has implemented career advancement scheme for the promotion of Teacher's. In accordance with it the Teachers get their promotion and the college is always ready to help them. In event of any emergency, the college provides some funds from the contingency fund of the aggrieved person. The Non-teaching staff of the college has their own contingency fund for the problems faced by them. The Teachers Union is very active in our college. All the teachers contribute some amount regularly and are always ready to help whenever anyone is in need. All the teachers get farewell on their retirement. This is a great opportunity for the teachers to discuss their problems.

Many welfare schemes are available at university end for teaching and non-teaching staff such as Employment Provident Fund,Group Insurance scheme, Gratuity, Casual Leave, Maternity Leave, Basic Medical Aids are available but they all are provided by the government .In the hours of need and during festivals,

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<u>View File</u>

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	[View File](#)

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

3

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	[View File](#)
Details of teachers attending professional development programmes during the year (Data Template)	[View File](#)

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

For assessment of employees skill, adeptness, knowledge, ability and job performance, the performance appraisal system is an important tool. As the college is a constituent unit of

Patliputra University, it follows the appraisal system as per the guidance and mandate of the university. The faculty members get promotion after satisfactory performance appraisal. Appraisals are made on a number of parameters.

Non-teaching employee's performance appraisals are also made as per the university guidelines.

Promotion of teaching staff is followed according to UGC guidelines of CAS The Appraisal system of teaching staff depends on teaching learning and evaluation related activities. Research-Major and Minor research projects Academic contribution such as research oriented in referral journals Book Publication Administrative support Contribution to extra and co- curricular activities Non-Teaching Staff The appraisal system of non-teaching staff is framed by University and they were promoted according to the guidelines of the university.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Every Financial year the internal audit of Sri Arvind Mahila College is conducted by a Chartered Accountant who is appointed by the college authority with the conscent of university. External audit of the college accounts is annually conducted by the Education Department of Government of Bihar. Other than general audit, the college also conducts scheme-wise audit of funds reveived by UGC, RUSA, State Government, University etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers

during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The institution has adequate budgetary provisions for academic and administrative activities. HODs submit their demands in writing.The Principal scrutinizes the demands and grants permission to invite quotations and tender online. For proper utilization of the funds, we have monitoring committees for purchase and maintenance. For effective monitoring and efficient use of grants provided by the RUSA for construction, the Building Committee looksafter this work.There is a complete transparency in the policies of allocation and utilization of funds. Efficient and proper use of the funds is made as per the rules and regulations and is subjected to audit by the university auditor. No fees is taken from the students in the light of Free Education for Girl Students scheme of Bihar Government. To ensure the optimum end use of these funds college development and purchasing committees are framed. Effective use of available resources is ensured through proper system. The budgetis prepared on yearly basis by the college and sent to the university.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

- **An academic Council has been consituted to monitor and to strengthen teaching learning process.**
- **IQAC prepare to its academic planning in the beginning of academic year. Curriculum Delivery, Internal Assessment, Mentorand Menteemeetings were arranged.**
- **The member of IQAC check the students participation in extra and co-curricular activities.**
- **Due to lockdown, it was very difficult for the teachers to complete the syllabus.All the department heads had adopted online modeteaching, prepare their routine according to the benefits of the students. Teachers also uploadPDF files on College website throughe-learning software so that the students get the study materials in easy way.**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

For enhancing the quality of the institution in all spheres, IQAC works and adopts various strategies are as the followings: * Regular meetings of IQAC are conducted and suggestions are taken from all the members of IQAC including the stakeholders for improvement and better implementation of curriculum and overall development of the college. *Effective use of digital teaching-learning process, audio-visual aids are encouraged. In order to implement this, digital classrooms, IT facilities are provided by the college. The outbreak of Covid- pandamic has created destruction in allwalks of life.It has presented various challenges. With the help of technologies we have converted the challenges into opportunities. This college has aggressively emphasized to practice three w's to ensure Covid free campus. During the Covid lockdown, all teachers took online classes on google Meet and Zoom plateform. Study material were uploded on College and University website. This interface allows teachers to upload recorded lecture, assign quizzes and siignments for the benifit of the students. An optimised learning experience is

provided by using tools such as slides, spreadsheets, YouTube videos and subject specific software.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Upload details of Quality assurance initiatives of the institution (Data Template)	<u>View File</u>

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Gender equity is the process of being fair to women and men.It further leads to gender equality. Gender equality requires equal enjoyment by women and men of socially-valued goods, opportunities, resources and rewards. Where gender inequality exists, women are excluded or disadvantaged in relation to decision-making and access to economic and social resources.

Therefore in order to promote gender equality and gender sensitization, programs and activities were conducted in the college.Our College is fortunate enough to cater to the various needs and inequalities done to them. The objective of these programs were to make the students realize their worth to manage their own lives. Essay competition,discourse on gender sensitization etc were held to make the students realize the importance of Women's empowerment and their active participation in private and public spheres of life.

For the safety and security of the students guards and CCTV camera are available all round the clock within and outside the campus. Many facilities are being provided within the campus such as stationary shop,canteens are made available from the security point of view.They are also trained in "Marshal Arts" under the "Nirbhaya Brigade" team.

- **Safety and security**
- **Counseling**
- **Common rooms**

File Description	Documents
Annual gender sensitization action plan	**Nil**
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	**Nil**

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures   Solar energy Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid

waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Our College has left no stone unturned to be enviornment friendly . To be in tune with nature our College has evolved a Green policy of : "KEEP GREEN , KEEP CLEAN ".It observes World Enviornment day and other initiatives to enrich love for nature and a desire to conserve energy. As green and clean environment plays a vital role in keeping living things healthy and bringing prosperity to all the spheres of human life ,several environmental projects are initiated by the teachers and students cooperation such as encouraging plant saplings,distributing plants among the students,planting plants in the locality ,prohibiting the use of plastics ,know more about medicinalal plants etc to make the students nature friendly. With increasing students involvement in the environmental program they have become more sensitive to environmental issues. The programs undertaken byNSS has helped to bring awareness regarding environmental burning issues such as global warming, deforestation,flood,soil erosion,different kinds of pollution along with the protection and preservation of the environment. We have different types of dustbin meant to segregate different types of solid waste like Blue dustbins for disposal of plastic wrappers and non-bioderadable wastes, Green-coloured dustbins for wet and bioderadable wastes.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	**No File Uploaded**

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<u>View File</u>
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

B. Any 3 of the above

1. **Restricted entry of automobiles**
2. **Use of bicycles/ Battery-powered vehicles**
3. **Pedestrian-friendly pathways**
4. **Ban on use of plastic**
5. **Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	<u>View File</u>
Various policy documents / decisions circulated for implementation	**No File Uploaded**
Any other relevant documents	**No File Uploaded**

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit   3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading   C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Inclusive ambience social harmony, cultural assimilation, regional and liniuistic equality are sacrosanct principles of the college regularly organises awareness program, webinars, seminars related to these issues. IQAC of the college plays

pivotal role to conduct such program. These priniples are inherent in our vision.

To promote an inclusive environment for religious, cultural and regious tolerance, our College celebrate festival of many religious and cultural group such as . Holi Milan,Iftar,Christmas,lohri and baisakhi etc. but due to the pandemic many of the festival couldn't be celebrated.

Online Teacher's Day was celebrated in which students performed many cultural activities reflecting the regional,social, and cultural diversities such as Classical and folk Dance, PPT presentation on the Guru -shishy parampara,songs and shayariys ,monoact by the students of different Departments.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

- College regularly conducts activities to generate awareness drives for employees and students to inculcate values for being responsible citizens. Further, being an academic college our main focus in on sensitizing our students to become mature and responsible citizens of India.
- The introduction of New choice based credit system in Post graduate IVth syllabus compulsorily includes a course on HUMAN RIGHTS under general elective paper with 5 credits in which they have to visit various empanelled NGOs like DISHA which is also a compulsory course as part of their curriculum.This help them to know the rules,right ,laws and obligation toward them and society
- A syllabus is also introduced under New choice based credit system in Post graduate IInd semester compulsorily includes a course on swaccha bharat abiyan as AECC paper with 5 credits.in which girls goes to slum area of Kazipur to make them aware about the cleaniness and maintain hygenity around their surrounding . This would inculcate the sense of responsibility toward their environment. This

year they actively participate in cleaning of campus and Distribution of mask among the campus staffs due to covid -19

- **Both Independence Day and Republic Day was celebrated to realize the importance of India's freedom and its struggle from the Britishers and need and objective of Constitution respectively.**

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	**Nil**
Any other relevant information	**Nil**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	**No File Uploaded**
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

SAMC celebrates and organises various national and international commemorative days, events and festivals to inculcate the spirit and essence of day among the learners like Saraswati Puja, Holi, Dipawali Republic Day, Independence Day.Our national flag is hoisted with full honour and national anthem is sung by all the attendee. The volunteersof NSS also take parade during this event. A formal email and announcement is made before conducting these events for mass awareness. Students take an active part in organising the Independence Day and Republic Day celebrations. Due to the covid pandemic, the institute is closed for students. However, still, efforts have been made to conduct various important events either through skeletal staff or on virtual mode. A online women power summit-2021 was held on the occasion of international women's day,8th march in which world best known personalities took part in it. National Science Day was celebrated on 2nd march 2021.Shreeram padmadev was the resource person. Poster competition was held. Swami vivekanand jayanti was celebrated as Yuva Diwas on 12 january 2021 with following all the covid -19 protocol. Online webinar wes held on 10 december 2020 to make students aware of their rights and obligation World Mental health day was celebrated on 10th october2020 in collaboration with ministry of health . In addition, a webinar was organized on International Yoga Day, on 4th july 2020 under the NSS drive.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

BEST PRACTICE – I

Title of the Practice: Towards greenery and eco-friendlier campus of Sri Arvind Mahila College

Goal:

1. To keep the campus green and Clean.
2. Implement and manage green & sustainable initiatives in campus.

The Context:

The faculty members, IQAC members and students have realized that the campus of Sri Arvind Mahila College should be green & eco- friendly. 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.

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

The Context:

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.

- Human Resources/Professionals to impart training
- Professionals for Counseling
- Buses to provide free transport services

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Sri Arvind Mahila Collegeis committed to incite all possible platform for all round development of the students. The institution focuses on the vision and mission to achieve academic excellence and promoting quality education with latest innovational in teaching and learning. The institution has taken utmost care for the personal growth of the students by providing value based, quality based and skill based education. Since the beginning of the 1st year students are involved in various cells, clubs, societies and co-curricular activities to achieve the vision and mission. 1) Value Based:- Through different cells and clubs students are made aware about moral values, social values and by celebrating national days they have been made national conscious also. 2) Quality Based:- Students are encouraged to use ICT for classroom and research presentations. Student sare mentored from time to time. Regular feedback and discussion from students and faculty members about the strong and weak points of the curriculum and communicating the same to the Head of the department for further improvements. Students are felicitated for their good performances through prizes.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Sri Arvind Mahila College, Patna is a constituent college of Patliputra University. The College follows the syllabus and curriculum set by the Patliputra University. The college ensures effective curriculum delivery through a well-planned and documented process. The Time-Table Committee of the College designs a master time-table that distributes subject classes and practical classes in a manner that makes teaching efficient. The class time-tables are prominently displayed on the notice boards for students in each department. At department level, classes are allotted according to the allocation of syllabus portions among teachers. The teachers prepare the lesson plans and delivery contents. The teaching plan is prepared by the individual teachers of respective departments. Special attention is given to the needs of both the Slow (viz., doubt classes) and Advanced learners (viz., through self-assessment and self-evaluation). Generally, the Curriculum delivery methods are Lectures, PPT Presentations to illustrate ideas and concepts, Laboratory work, ELearning, online mode of teaching, identifying online resources for self-learning. During the lockdown, the College ensured that the faculty members and reading resources are available to the students uninterruptedly through different digital modes viz., ZOOM cloud meetings (application), Google meet (meet.google.com) for the classes. Teachers shared relevant e-content on college website. Audio/video lectures were sent to students who do not have high internet connectivity. The quality of class room teaching is enhanced by adopting different pedagogical teaching learning methods. Teachers are encouraged to keep themselves updated about the new developments in their respective and other associated fields.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	http://www.ppup.ac.in/ug-syllabus

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

For the Internal Assessment, rules of Patliputra University are followed with 15 Marks for written test , 5 marks for Assignment/Project, 5 marks for seminar/quiz and 5 Marks for punctuality and conduct. Special attention is given to cater to the needs of both the Slow and Advanced learners. Continuous Internal Assessment evaluation of students is done by the faculty members through innovative teaching pedagogies and techniques like case studies/ field visits/ project works etc. The college strictly monitors the attendance of the students and the admit card is given to the students for the end-semester exams provided they fulfil the required minimum attendance.

Pandemic and consequent Lockdowns have had a severe adverse impact on almost all things,bthrowing the ordered system into disarray. Examinations could not be held on time and sessions got delayed. Despite the difficult situation, we tried our best to adhere to academic calendar by holding online tests through Google forms in various subjects. The college within the scope of the university guidelines tries its best to bring reliability and accountability in the evaluation process. The major reforms initiated by the Chancellor's secretariat and implemented by the university and colleges.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

| 1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating | B. Any 3 of the above |

University	

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View File](#)
Any additional information	[View File](#)

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

9

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	[View File](#)
Institutional data in prescribed format (Data Template)	[View File](#)

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

0

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	[View File](#)

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

N/A

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	**No File Uploaded**

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Sri Arvind Mahila College, Patna integrates Cross-cutting issues of the society like Human Values, Professional Ethics, Gender Equality, Environmental Awareness as inseparable part of curriculum. Human Values and Professional Ethics and Gender Sensitization paper is introduced in MA programmes as AECC course. We have another AECC course named Environmental Sustainability and Swachcha Bharat Abhiyan Activities, to enable students learn about sustainable environment and cleanliness in society.The College offers Undergraduate & Post Graduate courses in various Arts, Science &Technical Streams which address Gender, Environment & Sustainability, Human Values and Professional ethics. Some Subjects offers full paper and some papers include topics related to these areas. At the Undergraduate level, the above issues are covered in the following course syllabus - Gender related Issues: B.A Hon's (Hindi) - One full paper related to gender i.e., Dalit Sahitya aur Stree Vimarsh in the IIIrd year. B.A. Hon's (Urdu) - A chapter (i.e, Grahan) addresses women's problems in society in paper IIIrd of the IInd year. Environment and Sustainability: B.Sc. Hon's (Botany) - One full paper named 'Environmental Biology' in the IIIrd Year. Human Values: B.A. Hon's (philosophy) - IInd Year 'Moral and Social Philosophy'. College celebratesNational and International events ofimportance.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	**No File Uploaded**

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

6

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

30

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	https://samcpatna.ac.in/about-us/#
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**No File Uploaded**
Any additional information	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows	**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	**Nil**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

5527

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

1511

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	<u>View File</u>

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Our college covers the whole of Patna and the surrounding rural areas, from where girls come from all backgrounds, that includes different castes, religions and economic backgrounds. So, here we try to create an environment, where the students first of all feel safe and feel free to express themselves. Next, our main aim is to make sure that there exists no discrimination within the college, so that the feeling of equality is maintained. As far as studies are concerned, we look to each individual alike, but there are limits to what anyone can do. Here, we try to successfully identify the slow learners and advanced learners from their responses in the class. For the weaker students, we hold extra lectures for them so that they can come at par with the other students in the class and avail opportunities within the college to empower themselves. As far as advanced learners are concerned, we try to promote them to take up more academic activities. We often group them together and give them some projects to work upon and promote them to present their papers.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
5527	**36**

File Description	Documents
Any additional information	**No File Uploaded**

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

All the teachers follow student centered approach while imparting content in the classroom where they act as facilitator and guides, and encourage students to contribute to the body of knowledge, through various regular participative activities viz., group discussions, projects, field visits, educational tours, seminars, extension lectures etc.which are organized in the college. The students actively participate in these activities within and outside the college. Students are given individual projects and class assignments for focusing on self study and to encourage their independent learning. Different student support systems are available in the college like Library, Computer Lab,Reading Room, ICT based classrooms (Smart Classrooms).Beyond the classroom, college gives high importance to all-round development of students through extra-curricular, cocurricular and field based activities. To increase the concentration in various activities, the college has framed many committees including the Cultural Committee, Sports Committee, Canteen Committee, Career counselling cell, the Debate Committee etc.Both intra and inter-college sports competitions are organized, where students exhibit talent in variety of games.In order to inculcate human values, ethics and social responsibility, students are encouraged to participate in activities.The sole object of education is to enable students to prepare themselves to face the challenges of global scenario.

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional information	**Nil**

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The college has traditionally followed the chalk and talk

method of teaching, where more emphasis is given to classroom interaction but during the previous two years, there have been various changes that have been brought to the traditional teaching style of the college. The college now has 17 classrooms where projectors have now been placed for smart classes and the faculty members are very technofriendly. Many of the faculty members bring their own personal laptops and tablets to help the students visualise some concepts, which are difficult to understand. The institute premises are Wi-Fi enabled, which has been provided to promote independent learning. Well security is provided to the Wi-Fi users and its access is controlled by the college officials. Now, the teachers also encourage the students to attend various online courses, webinars and also ask them to just contact them during the evening if they are stuck at some problem. So, the teachers are also in a way, available for the students 24x7.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

36

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

36

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

34

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

614

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency

and mode. Write description within 200 words.

Assesement of performance is an integral part of teaching and learning process. The academic performance of student is continuously monitored by the continuous performance assessment in theory and practical test. Assignments are given to the students to assess their level of understanding. Class test and Terminal examinations are also conducted properly.Sent-up examination is conducted on the pattern of final examinations. This includes both practical and viva-voce examinations. Date sheets and notifications of Internal assessment is circulated in departments and also displayed on notice boards of the college. Result of these examinations are displayed on notice board and discussed with the parents in departmental Parent-Teacher Meetings. During this meeting a feedback is taken from the parents.The IQAC members analyzing the input from feedback system and use the suggestion for holistic improvement of students as well as institution. Importance of these outcomes is also communicated to facultymembers in meetings. Student securing highest marks in class test and sent-up examination and the highest attendance percentage are felicitated by the college on the occasion of College Annual Day and College Foundation Day, Independece Day & Republic Day. Meetings of departmental council are conducted on monthly basis to review and assess the completion of syllabus, result of examinations and to discuss the overall devlopement of students.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

There is a well established mechanism for redressal of grievances related to evaluation process. In case of dissatisfaction with the marks obtained ,a student can apply for the redressal. The university has provision for retotalling, for this the relevant documents alongwith application is submitted by the student to the Controller of Examination through proper channel for speedy redressal of the issue. The university looks into the grievance and after retotalling takes a final decision. If there are

discrepencies in the marksheet regarding marks or any personal details, the student has to again submits an application with relevant document which is forwarded by the college. The Controller of Examination after scrutinizing the marksheet make necessary correction. The close and continuous communication is maintained by the Controller of Examinations with the university authorities for speedy disposal of queries, explanations and doubts if any. In case of internal assessment ,redressal of student grievance is executed by the concerned department with the help of subject teacher and Head of the department.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The Institute has well defined learning outcomes. The vision and mission of the institution emphasizes on promoting value education through motivated trained faculty that helps the students to accept the challenges of globalization. The College has a proper mechanism of communication of the learning outcomes of the Programs and Courses. Teachers verbally address the course outcomes to the students during classroom teaching. Feedback mechanism is the key of all academic developments. It enables students to acknowledge the academic value of the education. Therefore it becomes moral responsibility of faculty members to understand and communicate the programme outcome, programme specific outcomes and course outcomes to the students. Hard Copy of syllabi and course/programme are available in the respective departments for ready reference to the teachers and students. Program Outcome, Program Specific outcome & Course Outcome with detail syllabus is displayed on college website.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	http://www.ppup.ac.in/ug-syllabus
Upload COs for all Programmes (exemplars from Glossary)	**No File Uploaded**

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

It is very important for the students to understand the basic objectives of the academic value addition they receive in the college. Therefore, it becomes the moral responsibility of faculty members to understand and address this important information through course outcome, program outcome and program specific outcome to the students. Course Outcome: Course outcome for undergraduate program and postgraduate program is designed on two different levels: Undergraduate programsThe process of course outcome assessment is based on 1.Mid -term and sent up examination carried out in all the programs keeping the course outcome in mind. 2.Assignment: Each and every student is assigned with course related tasks during every course work and assessment is done based on their performance. Grades/Marks are assigned depending on their innovation in solving/deriving the problems. Postgraduate Programs There is a provision of CIA where students sit for written test based on the patterns of University exam. Additionally, assignments are given and presentations are also conducted. Attainment of Program Outcomes and Program Specific Outcomes: Indirect assessment: The feedback is collected through feedback form from the students at the end of each session.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	**Nil**

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination

during the year

`1016`

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<u>View File</u>
Upload any additional information	**No File Uploaded**
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<u>https://docs.google.com/forms/d/e/1FAIpQLSe5wXeq2Yi9aJnAqiu8C K9KHT87cBFFJ8ANMVYmF4wGlWodjQ/viewform</u>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

`0`

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	<u>View File</u>

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

34

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	[View File](#)

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	[View File](#)
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

College motivates the faculty members to submission of research proposals to various funding agencies like BSR, CSIR, UGC ICSSR, ICPR etc. The Institution has state-of-the-art innovative ecosystem of learning resources including ICT enabled classrooms, Smart classrooms are getting popular now-a-days and the college have an eye over the technology so that the students are benefited. The teaching - learning process is supported by the adequate infrastructure of the Institution. While the number of new infrastructural development has increased, the number of existing classrooms and seminar halls has been upgraded with new technology supported with ICT, LAN, LCDs, Smart Boards, CCTV Cameras, and Wi-Fi facilities. Equipment such as laptops, web cameras,

printers, projectors, etc. should be accessible for students and should be given to them according to their needs. Training for theuse of ICT devices and Digital library should also be provided by the college to students regarding newly launched products and give them hands on training. This will give an edge over others when it comes to placement and higher studies. As a prime learning resource, the College Central Library is automated with all its subsystems like LAN connectivity and Wi-Fi.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

01

File Description	Documents
Report of the event	View File
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

10

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

9

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

0

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

NSS of our college work incessantly with tinacity to help the

masses during the covid. Our volunteers helped the administration in maintaining social distancing in banks, railway station etc and also helped the Health Department, Govt. of Bihar in vaccination drive as well as association with CARE India, the awarness program to propagate the message of necesity of vaccination.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

2

File Description	Documents
Any additional information	[View File](#)
Number of awards for extension activities in last 5 year (Data Template)	[View File](#)
e-copy of the award letters	**No File Uploaded**

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

9

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

500

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

1

File Description	Documents
e-copies of related Document	**No File Uploaded**
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	[View File](#)

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching-learning. viz., classrooms, laboratories, computing equipment etc.

The institution ensures adequate availability and optimal utilization of physical infrastructure as it is critically linked to the vision of the college. All the departments and laboratories including library have computers and printer with Wi-Fi facilities and these are accessible to students through proper permission of the authorities. Most of the department have projector cum computer which enables ICT teaching and learning process. College has Seminar hall and conference room with ICT facilities. The College has Central & Technical library along with library in most of the departments and students can avail the facilities by showing Identity Card issued by the college.

2020-21 had three distinct phases (i) one from July 2029-November 2020 the first wave of COVID 19 in which online activities played dominant role (ii) the second the diminishing phase of the first wave(December2020- March 2021) in which physical infrastructures with proper sanitization played pivotal role and (iii) the third during

rise of the second wave of COVID 19 and consequent Lockdown period in which digital platform proved to be of immense significance and utility.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

SPORTS FACILITY

- **College has a spacious stadium / playground which is used by students to practice and play various outdoor games and sports such as football, Cricket, Kho-Kho etc.**
- **Several sporting equipments are available in college.**

SEMINAR HALL/CONFERENCE HALL

- **Seminar Hall has a seating capacity of126 people, equipped with audio-visual facilities along withrecording facilities and an excellent sound system. It also has projector screen, white board, green board and a podium**
- **The Seminar Hall is used for holding seminars, symposia,**
- **workshops, group discussions, lectures etc.**
- **Fully equipped Conference hall for meeting and presentations are available in the premises.**

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

17

File Description	Documents
Upload any additional information	View File
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

12.39945

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The college has extensive library with comfortable seating arrangements. The library is automated by software Auto-Lib and well maintained by qualified and experienced librarian and staff members. The software generates all the essential report and maintain data base of all books and smoothen the task of librarian and users. To avail the services of library, students have to register themselves by filling a registration form and unique number is generated for users and on scheduled date and time they can take advantages of library like issue, reissue, return and other facilities. The records of students and teachers who visit the library have been well maintained by the library staff. To enhance and improve the library services the library committee takes

regular feedback from users and laid down procedures, so that each and every user can take optimum utilization of available resources.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional Information	**Nil**

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	C. Any 2 of the above

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

2,03,320.00

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

104

File Description	Documents
Any additional information	[View File]()
Details of library usage by teachers and students	[View File]()

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

All the departments and laboratories including the library, Administrative office etc. have computers and printers. As the computers are Wi-Fi enabled, therefore internet facility is accessible. Most of the laboratories, administrative offices etc. have on-line UPS to provide un-interrupted power back-up.

College has clear policy regarding Information technology. All the Departments and library has computer & Printer with Wi-fi facilities and these are accessible to students through proper permission of authorities. The policy provides a framework for use of IT infrastructure and also lays down vision and mission of the college in making all its task IT enabled. It also outlines a mechanism for establishing and maintaining the IT infrastructure at college campus. Under its policy of 'Saat Nishchay' the Government of Bihar has provided IT and Wi-fi facility in the college.To ensure safety of students, staff and college infrastructure CCTV Camera has been installed. College has appropriate budgetary provision for expansion and updating its IT facilities including Wi-fi.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

108

File Description	Documents
Upload any additional information	**No File Uploaded**
List of Computers	**No File Uploaded**

4.3.3 - Bandwidth of internet connection in the Institution	**A. ? 50MBPS**

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	**No File Uploaded**

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

1457593

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<u>View File</u>

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The college ensures optimal allocation and utilization of the available financial resources for maintenance and upkeep of different facilities by holding regular meeting of various Committees constituted for this purpose and using the grants

received the college as per the requirements.

BUILDING INFRASTRUCTURE- The Building Committee looks after the maintenance, repair and constructional works inside the campus. Construction, repair and maintenance of the building and physical infrastructure like water supply &power supply are looked after by this committee.

MAINTENANCE OF FURNITURE- as per the requirement of departments and office, carpenter has been hired to look after the maintenance and repair work of furniture, fixtures and other physical infrastructure.

MAINTENANCE OF LABORATORY EQUIPMENT-Each lab maintains a stock register of all the laboratory items. A committee is formed by the college administration which inspects and evaluates the current working condition and status of equipments.

Library:- The requirement and list of books is taken from the concerned Departments and HOD's are involved in the process and approved by the Principal. All the issues regarding Library maintenance & Purchasing and other facilities are done by Library Committee.

MAINTENANCE OF SPORTS COMPLEX & ITS RELATED EQUIPMENTS sports committee looks after the requirement and facility related tosports and gives requisition to the college administration for purchasing and maintenance of sports items and maintenance of Indoor Complex.

MAINTENANCE OF DIGITAL DEVICES- Trouble are shortout by called on Computer Network Engineers / Technicians

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

300

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	[View File](#)
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	[View File](#)

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

2

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	[View File](#)

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**B. 3 of the above**

File Description	Documents
Link to Institutional website	**Nil**
Any additional information	[View File](#)
Details of capability building and skills enhancement initiatives (Data Template)	[View File](#)

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

36

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

36

File Description	Documents
Any additional information	[View File](#)
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	[View File](#)

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

4

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	<u>View File</u>
Details of student placement during the year (Data Template)	<u>View File</u>

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

650

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of student progression to higher education	<u>View File</u>

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/

Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<u>View File</u>

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

0

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	<u>View File</u>
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<u>View File</u>

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The college has Students Association for Undergraduate

programme. They have been actively engaged in the academic and administrative functions as the college strongly believes in democratic values and gives opportunity to students in supporting the co-curricular and extracurricular activities conducted in the college. The concept of students' participation in administration and governance is fully emphasized and practiced in the premises. Students actively participate in various academic and administrative works by becoming the elected members of such body like-IQAC, Sports Committee, Common Room Committee, Students' Central Society, Science and IT Society,Green Earth Brigade Cell, Students' Grievance Redressal Cell, Sexual Harassment Cell, Anti-Ragging Cell, Environment Cell of the college. Their volunteer involvement can be witnessed at the time of seminar and admission serving from Helpdesk to help the admission seekers and guests. Students' Central Society: The Students' Central Society an elected body of students' representatives is an integral part of college administration. It is also known as Students' Cabinet. Election for different posts like, General Secretary, Assistant General Secretary, Cultural Secretary, Sports Secretary, Sanitation Secretary, Science and IT-Secretary, Green Earth Brigade Secretary, Environment Secretary and Treasurer is held every year in the month of January.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

2

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	*View File*
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	*View File*

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The College has a functional AlumniAssociation. It meets periodically to discuss the ways and means to improve the academic environment of the College, as well as to exchange views on the employment opportunities and scope for higher education. Alumni of the College contributed both financially and non financially over the years in growth and development of the College. In association with NSS Units, the association regularly conducts Blood Donation and Health Check-up Camps. All the departments have a Database of the final year students, which is updated from time to time. Annual Alumni Meetings bring a rich interaction between old and younger generations, which also upholds our cherished customs and traditions. It also deliberates upon the role of the Alumni in positive interaction with the society through participation of young students under the guidance of senior teachers. The Alumni Association has majorly contributed the College through institution of awards, development / creation of certain facilities, curricular support through occasional interactions with the students within the campus. The Alumni of the college are contributing immensely for the development of the college through their guidance and support.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision

"Lead us to the righteous path,

Lead us from darkness to light,

Lead us from death to immortality."

Here we do not mean the immortality of the human body, but the human ideas, institutions, human thought & training, which is imparted to the students, should live on for generations to come…

- To stimulate both the hearts and minds of students
- Empower them to contribute to the welfare of the society at large
- Train them to adopt themselves to the changing needs of the economy
- Advocate them for cultural leadership
- Thus make Sri Arvind Mahila College- One of the most creative, innovative colleges in Patna and Bihar -an asset that Patna urgently needs.

Mission

- To create a vibrant culture of academics and extracurricular activities which together make girls into self- confident, self- reliant, self- sufficient, responsible and capable individuals.
- To change the way people think- to encourage students to break free of constricted modes of thinking, so that

  they can respond to new opportunities and challenges
  without limitations.

- **To make students flexible, more movable and easy to deal with.**
- **Grooming leading leaders who are not only thorough professionals but good human beings with values and "Sanskars".**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The Principal is the academic and administrative Head of the institution. Sheheads all the committees of the college as chairperson. The Principal, IQAC and College Development Committee preparesthe road map of development of the college and articulate guidelines to manifest qualitative improvement in teaching and learning environment with ethos to achieve academic excellence. The Principal is the Chairperson of IQAC, which plays a pivotal role in ensuring effective communication and requisite networking with various stake holders. The various committees like College Development Committee,Building Committee, Purchase Committee" Vocational Committee" Heads Committee" etc comprisesof the faculty members are actively involved in decision making process. College Development and Building Committee approves development projects, while Purchase Committee approves the proposals pertaining to purchase of various items like equipment, instruments, furniture etc. The Heads Committee and Vocational Committee are entrusted the responsibilities of devising logistics for successful implementation of academic activity plan.

File Description	Documents
Paste link for additional information	https://samcpatna.ac.in/cell-committee/
Upload any additional information	**No File Uploaded**

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The policy statements and action plans for fulfillment of the stated mission: The College is led by the principal. The policies and action plans commensurate with the mission of the college are crafted by the principal along with IQAC through continuous deliberations with Head of the departments, senior teachers, staffs and other stake holders. • Formulation of action plans for all operations and incorporation of the same into the institutional strategic plan: Since the college is primarily led by the principal, therefore, action plans formulated under herleadership with the help of IQAC become the institutionalstrategic plan. Under the direction of the principal, action plans are executed and implemented by the Department Committees. The respective Head is responsible for successful implementation of the plan. The qualitative aspect of the executionof the plan is monitored by IQAC of the college. • Interaction with stakeholders: The principal of the college interacts with the various stakeholders, alumni, parents, community, corporate leaders, NGOs, social activities etc. and communicates to them, the Vision and Mission of the college. He solicits suggestions from them and the valuable feedback supplied by them are used for further improvement.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The Administrative set up of this college is the base pillar to ensure proper functioning of this college. The academics tradition system of the college comprises of the Principal, Income and Expenditure Bursor, Proctorial board , information officer. This administration machinery of the college is also aided with cells and committees for the development of the college and its student. There is departmental council under

the chairmanship of the head of department of every subject. Along with this, there are multiple committee like sports committee, NSS, Admission committee, Controller of examination, Placement cell, Anti-harassment cell, Anti-ragging cell, Event committee, Academic Committee and Research committee etc. The meetings of these committees and cells are held frequently with the principal and suggestions and consensus and made accordingly byeach of these committees. They work very efficient in their respective fields and strive to bring about holistic development in the student and chalk the way forward to set this college in the category of the best college of the state. The appointments are made by the rules of the Patliputra University. Since this college is a constituent unit of the university, it does not have the power to make regular appointments.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user inter faces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Our College has a performance appraisal system which assesses the Teacher's work regularly. Students are given feedback forms which they fill about the Teacher's performance. Their feedback is analyzed and in accordance with it action is taken. We have an academic council also. The regularly visit the classrooms and see to it that the teachers are present in their respective classes. Our University has implemented career advancement scheme for the promotion of Teacher's. In accordance with it the Teachers get their promotion and the college is always ready to help them. In event of any emergency, the college provides some funds from the contingency fund of the aggrieved person. The Non-teaching staff of the college has their own contingency fund for the problems faced by them. The Teachers Union is very active in our college. All the teachers contribute some amount regularly and are always ready to help whenever anyone is in need. All the teachers get farewell on their retirement. This is a great opportunity for the teachers to discuss their problems.

Many welfare schemes are available at university end for teaching and non-teaching staff such as Employment Provident Fund,Group Insurance scheme, Gratuity, Casual Leave, Maternity Leave, Basic Medical Aids are available but they all are provided by the government .In the hours of need and during festivals,

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<u>View File</u>

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<u>View File</u>

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

3

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	[View File](#)
Details of teachers attending professional development programmes during the year (Data Template)	[View File](#)

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

For assessment of employees skill, adeptness, knowledge, ability and job performance, the performance appraisal system is an important tool. As the college is a constituent unit of Patliputra University, it follows the appraisal system as per the guidance and mandate of the university. The faculty members get promotion after satisfactory performance appraisal. Appraisals are made on a number of parameters.

Non-teaching employee's performance appraisals are also made as per the university guidelines.

Promotion of teaching staff is followed according to UGC guidelines of CAS The Appraisal system of teaching staff depends on teaching learning and evaluation related activities. Research-Major and Minor research projects Academic contribution such as research oriented in referral journals Book Publication Administrative support Contribution to extra and co- curricular activities Non-Teaching Staff The appraisal system of non- teaching staff is framed by University and they were promoted according to the guidelines of the university.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Every Financial year the internal audit of Sri Arvind Mahila College is conducted by a Chartered Accountant who is appointed by the college authority with the conscent of university. External audit of the college accounts is annually conducted by the Education Department of Government of Bihar. Other than general audit, the college also conducts scheme-wise audit of funds reveived by UGC, RUSA, State Government, University etc.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	[View File](#)

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The institution has adequate budgetary provisions for academic and administrative activities. HODs submit their demands in writing.The Principal scrutinizes the demands and grants permission to invite quotations and tender online. For

proper utilization of the funds, we have monitoring committees for purchase and maintenance. For effective monitoring and efficient use of grants provided by the RUSA for construction, the Building Committee looksafter this work.There is a complete transparency in the policies of allocation and utilization of funds. Efficient and proper use of the funds is made as per the rules and regulations and is subjected to audit by the university auditor. No fees is taken from the students in the light of Free Education for Girl Students scheme of Bihar Government. To ensure the optimum end use of these funds college development and purchasing committees are framed. Effective use of available resources is ensured through proper system. The budgetis prepared on yearly basis by the college and sent to the university.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

- An academic Council has been consituted to monitor and to strengthen teaching learning process.
- IQAC prepare to its academic planning in the beginning of academic year. Curriculum Delivery, Internal Assessment, Mentorand Menteemeetings were arranged.
- The member of IQAC check the students participation in extra and co-curricular activities.
- Due to lockdown, it was very difficult for the teachers to complete the syllabus.All the department heads had adopted online modeteaching, prepare their routine according to the benefits of the students. Teachers also uploadPDF files on College website throughe-learning software so that the students get the study materials in easy way.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

For enhancing the quality of the institution in all spheres, IQAC works and adopts various strategies are as the followings: * Regular meetings of IQAC are conducted and suggestions are taken from all the members of IQAC including the stakeholders for improvement and better implementation of curriculum and overall development of the college. *Effective use of digital teaching-learning process, audio-visual aids are encouraged. In order to implement this, digital classrooms, IT facilities are provided by the college. The outbreak of Covid- pandamic has created destruction in allwalks of life.It has presented various challenges. With the help of technologies we have converted the challenges into opportunities. This college has aggressively emphasized to practice three w's to ensure Covid free campus. During the Covid lockdown, all teachers took online classes on google Meet and Zoom plateform. Study material were uploded on College and University website. This interface allows teachers to upload recorded lecture, assign quizzes and siignments for the benifit of the students. An optimised learning experience is provided by using tools such as slides, spreadsheets, YouTube videos and subject specific software.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality	D. Any 1 of the above

initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Upload details of Quality assurance initiatives of the institution (Data Template)	<u>View File</u>

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Gender equity is the process of being fair to women and men.It further leads to gender equality. Gender equality requires equal enjoyment by women and men of socially-valued goods, opportunities, resources and rewards. Where gender inequality exists, women are excluded or disadvantaged in relation to decision-making and access to economic and social resources. Therefore in order to promote gender equality and gender sensitization, programs and activities were conducted in the college.Our College is fortunate enough to cater to the various needs and inequalities done to them. The objective of these programs were to make the students realize their worth to manage their own lives. Essay competition,discourse on gender sensitization etc were held to make the students realize the importance of Women's empowerment and their active participation in private and public spheres of life.

For the safety and security of the students guards and CCTV camera are available all round the clock within and outside the campus. Many facilities are being provided within the

campus such as stationary shop,canteens are made available from the security point of view.They are also trained in "Marshal Arts" under the "Nirbhaya Brigade" team.

- **Safety and security**
- **Counseling**
- **Common rooms**

File Description	Documents
Annual gender sensitization action plan	**Nil**
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	**Nil**

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Our College has left no stone unturned to be enviornment friendly . To be in tune with nature our College has evolved a Green policy of : "KEEP GREEN , KEEP CLEAN ".It observes World Enviornment day and other initiatives to enrich love for nature and a desire to conserve energy. As green and clean environment plays a vital role in keeping living things healthy and bringing prosperity to all the spheres of human life ,several environmental projects are initiated by the

teachers and students cooperation such as encouraging plant saplings,distributing plants among the students,planting plants in the locality ,prohibiting the use of plastics ,know more about medicinalal plants etc to make the students nature friendly. With increasing students involvement in the environmental program they have become more sensitive to environmental issues. The programs undertaken byNSS has helped to bring awareness regarding environmental burning issues such as global warming, deforestation,flood,soil erosion,different kinds of pollution along with the protection and preservation of the environment. We have different types of dustbin meant to segregate different types of solid waste like Blue dustbins for disposal of plastic wrappers and non-bioderadable wastes, Green-coloured dustbins for wet and bioderadable wastes.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered	B. Any 3 of the above

vehicles
3. **Pedestrian-friendly pathways**
4. **Ban on use of plastic**
5. **Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for	C. Any 2 of the above

persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment   5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

File Description	Documents
Geo tagged photographs / videos of the facilities	<u>View File</u>
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Inclusive ambience social harmony, cultural assimilation, regional and liniuistic equality are sacrosanct principles of the college regularly organises awareness program, webinars, seminars related to these issues. IQAC of the college plays pivotal role to conduct such program. These priniples are inherent in our vision.

To promote an inclusive environment for religious, cultural and regious tolerance, our College celebrate festival of many religious and cultural group such as . Holi Milan,Iftar,Christmas,lohri and baisakhi etc. but due to the pandemic many of the festival couldn't be celebrated.

Online Teacher's Day was celebrated in which students performed many cultural activities reflecting the regional,social, and cultural diversities such as Classical and folk Dance, PPT presentation on the Guru -shishy parampara,songs and shayariys ,monoact by the students of different Departments.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

- **College regularly conducts activities to generate awareness drives for employees and students to inculcate values for being responsible citizens. Further, being an academic college our main focus in on sensitizing our students to become mature and responsible citizens of India.**
- **The introduction of New choice based credit system in Post graduate IVth syllabus compulsorily includes a course on HUMAN RIGHTS under general elective paper with 5 credits in which they have to visit various empanelled NGOs like DISHA which is also a compulsory course as part of their curriculum.This help them to know the rules,right ,laws and obligation toward them and society**
- **A syllabus is also introduced under New choice based credit system in Post graduate IInd semester compulsorily includes a course on swaccha bharat abiyan as AECC paper with 5 credits.in which girls goes to slum area of Kazipur to make them aware about the cleaniness and maintain hygenity around their surrounding . This would inculcate the sense of responsibility toward their environment. This year they actively participate in cleaning of campus and Distribution of mask among the campus staffs due to covid -19**
- **Both Independence Day and Republic Day was celebrated to realize the importance of India's freedom and its struggle from the Britishers and need and objective of Constitution respectively.**

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	C. Any 2 of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

SAMC celebrates and organises various national and international commemorative days, events and festivals to inculcate the spirit and essence of day among the learners like Saraswati Puja, Holi, Dipawali Republic Day, Independence Day.Our national flag is hoisted with full honour and national anthem is sung by all the attendee. The

volunteersof NSS also take parade during this event. A formal email and announcement is made before conducting these events for mass awareness. Students take an active part in organising the Independence Day and Republic Day celebrations. Due to the covid pandemic, the institute is closed for students. However, still, efforts have been made to conduct various important events either through skeletal staff or on virtual mode. A online women power summit-2021 was held on the occasion of international women's day,8th march in which world best known personalities took part in it. National Science Day was celebrated on 2nd march 2021.Shreeram padmadev was the resource person. Poster competition was held. Swami vivekanand jayanti was celebrated as Yuva Diwas on 12 january 2021 with following all the covid -19 protocol. Online webinar wes held on 10 december 2020 to make students aware of their rights and obligation World Mental health day was celebrated on 10th october2020 in collaboration with ministry of health . In addition, a webinar was organized on International Yoga Day, on 4th july 2020 under the NSS drive.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**No File Uploaded**
Geo tagged photographs of some of the events	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

BEST PRACTICE – I

Title of the Practice: Towards greenery and eco-friendlier campus of Sri Arvind Mahila College

Goal:

  1. To keep the campus green and Clean.
  2. Implement and manage green & sustainable initiatives in campus.

The Context:

The faculty members, IQAC members and students have realized that the campus of Sri Arvind Mahila College should be green & eco- friendly. 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.

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**

The Context:

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.

- **Human Resources/Professionals to impart training**
- **Professionals for Counseling**
- **Buses to provide free transport services**

File Description	Documents
Best practices in the Institutional website	**Nil**
Any other relevant information	**Nil**

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Sri Arvind Mahila Collegeis committed to incite all possible platform for all round development of the students. The institution focuses on the vision and mission to achieve academic excellence and promoting quality education with latest innovational in teaching and learning. The institution has taken utmost care for the personal growth of the students by providing value based, quality based and skill based education. Since the beginning of the 1st year students are involved in various cells, clubs, societies and co-curricular activities to achieve the vision and mission. 1) Value Based:- Through different cells and clubs students are made aware about moral values, social values and by celebrating national days they have been made national conscious also. 2) Quality Based:- Students are encouraged to use ICT for classroom and research presentations. Student sare mentored from time to time. Regular feedback and discussion from students and faculty members about the strong and weak points of the curriculum and communicating the same to the Head of the department for further improvements. Students are felicitated for their good performances through prizes.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

Our College through its persistent efforts continue to make inexorable march towards attainment of its goals to provide quality education, develop requisite infrastructures, equip students with essential scruples and skill to compete in diverse global environment and to achieve excellence in higher education. The College is striving hard to provide holistic education to its students and is assiduously working for providing conducive academic ambience with adequate support structures for curricular, cocurricular and extra curricular activities. Alongwith teaching and learning, the College is grooming and nurturing Research, Innovation and Extension to make substantial contribution to societal progress, amelioration and benevolence. We intend to ensure fair accessibility and affordability of quality education to our students. Future plan for next academic year outlining actions is as follows:

1. To strengthen and augment digital infrastructures and to expedite the process of automation.
2. To involve and encourage more and more students to enroll for MOOC and certificate courses like Coursera, IIRS- ISRO, Spoken Tutorials, NPTEL-SWAYAM, etc.
3. To facilitate more FDPs and SDPs, on cutting edge technologies and contemporary issues to teachers and students respectively.
4. To organise workshops, seminar, conferences, debates, quizzes, poster exhibitions etc.
5. To intensify Extension activities to reach large masses