

CRITERION I: CURRICULAR ASPECTS

1.1 Curriculum Planning and Implementation

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

VISION OF THE COLLEGE

To develop human resources of the highest order.

MISSION OF THE COLLEGE

Enlightenment of society by endowing students residing in Backward Area with value based quality education

OBJECTIVE OF THE COLLEGE

- To improve learning and augment fervour for Research.
- To inculcate in students the urge for creative learning and scientific temperament.
- And above all Ideal citizen

STRATEGY OF THE COLLEGE

To provide quality education to the deprived strata of Society for ushering in greater human values.

Each year a meeting is held at the beginning of each calendar year to evaluate the achievements & failures of the past year and fresh modalities are chalked out for the upcoming new calendar year.

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

The college adheres to the guidelines laid down by the State Government in general and the University in particular. We try our level best to provide 180 days of teaching in a calendar year. Special classes (if needs be) are engaged during vacation or off hours to compensate for the time lost in examination/evaluation. As for example during one sitting of examination the college starts at 8.30 / 9.00 in the morning and classes are held up to 12.30 / in addition to work done by the teachers during the examination.

The college Staff also put in extra labour & effort for running two Distance Education Programmes.

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

The University and the Institution provide all types of facilities to teachers to attend UGC based Refresher Course/ Orientation Courses / Workshops / Seminars.

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

The Institution follows a specific Time Table Programme for the effective delivery and transaction of the curriculum. The Departmental Council comprising of the Members of the Department and two Student representatives (1 male+ 1 female) meet atleast once each month to evaluate the progress and suggest means for overcoming hurdles if any in achieving optimum output. Two Seminar/ Symposia form an integral part of the curriculum each Calendar Year I. Lalit Jayanti II. Birthday of Uma Pandey. The recent addition of the Computer Lab plays a important role in providing new vision to all Staff Members and Students. The services of trained personnel is taken up at the institution level to acquaint the teachers, staff and student regarding Internet and e learning. The State Governments efforts in this regard needs special mention which aims at providing wi fi facility to all the inmates of the College

A. Time table

B. Seminar and Symposium -.

Apart from these the college adheres to the sports and cultural calendar framed by the University.

In spite of shortage in hand during the last few years the College taxes its teachers to their limit and tries to adhere to the plan of completing the syllabus within the specified period. In most department teachers are engaging more than 28-30 classes per week which in stray cases even goes up to 32-35.

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

The college is in constant touch with the University and tries its level best to keep abreast with the guidelines laid down by the University for the Effective Operationalisation of the curriculum. Because of its semi urban semi rural location the college has to strive much to bring in new concept & methodology into its program. The recently upgraded RAU into Dr Rajendra Prasad Central Agriculture University, Pusa may play an instrumental role in formulating the stakes of the College.

1.1.6 What are the contributions of the institution and/or its staff members to the development of the curriculum by the University?(number of staff members/departments represented

on the Board of Studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.

Many teachers of the college have played an effective role in the framing of various aspects pertaining to the curriculum.

I – Principal, Dr. Jai Ram Das – Member Academic Council.

II – Principal. Dr Kripanath Mishra, Member of Syndicate

1.1.7 Does the institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating

Constituent Unit hence Not Applicable

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

Through Periodical Test, Annual examination and Departmental Council Meets.

1.2 Academic Flexibility

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

At present the College does not offer any Certificate / Diploma course. However all this has been made available to the students through the course plan introduced vide Nalanda Open University.

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

Yes Regular mode twined with Distance learning.

1 Distance Education Centre, LNMU

2 Nalanda Open University

Students are encouraged to avail of both the methods of learning as per their interest so that they can cater to their future plans in life. The Certificate and Diploma Courses available in Nalanda Open University have helped us much in this regard.

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

The College is a constituent unit of L.N. Mithila University and hence has to follow in totality the guidelines laid down by the University. The college sticks to the traditional-conventional mode of teaching & learning method. The recent addition of Distance & Open Univ. Courses have opened new vistas for flexibility

and progression, their by, adding skill development, academic mobility leading to improved potential for employability.

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

No such programs listed till date due to infrastructure issues.

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

The College is conscious regarding its role in this semi-urban location basically in a remote area of Samastipur District and hence is always striving hard to focus basic skills in the Students

- Communication Skills
- Team Work Spirit
- Management Skills
- Time Management
- Computation & Presentation Skills.

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

Yes. As mentioned above the college is the Centre for Distance mode of learning LN Mithila University, Kameshwarnagar, Darbhanga and also the Centre of Nalanda Open University. The College makes use of the study material provided by both the Centres in imparting better and enriched education (student friendly) to its students enrolled in traditional mode.

1.3 Curriculum Enrichment

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

The college every month holds a meeting on the eve of Principals meet held by the University. All problems and achievements are laid their discussed and the same passed on to the University for the better running and integration of curriculum.

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

Every fortnight on Saturday a debate / seminar / quiz etc. are held to keep students aware the changing scenario. Guest Faculty comprising mainly of faculty concerned with Job opportunity and availability form the core group to make the student aware of the dynamic employment market. Besides this the college also has Career and Counseling cell.

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

The institution upholds its obligation to Society in general and to its Students in particular. Hence Lectures, Seminars, Symposia, Debate are held on cross cutting issues like Gender sensitization, Human Rights, Culture enrichment etc. The Botany Department in collaboration with the NSS unit of the College is always conscious of the Environmental aspect and each year adds to the plantation of trees.

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

- *moral and ethical values* looked after by the Sports and Culture Department in consonance with the Grievance Redressal Cell.
- *employable and life skills*
- *better career options* through Career guidance Cell . The Botany Department here needs special mention as it has done much by inculcating in students the urge to Earn while they Learn –Vermi compost. Mushroom cultivation etc.
- *community orientation* by Village adoption and Annual NSS Camp where students live, teach, learn and act as tools to encourage sanitation, Hygiene, Vaccination etc programs

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

- Blood Donation Programme sponsored by WHO and Bihar Govt.
- Padyatra Programme on 2nd October promoting *Ahinsha*
- Out-campus 3 days Workshop on Sanitation and Hygiene at Malinagar etc. are but a few example of the work done by this College.

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

Through the Reports submitted by the various Incharges - NSS / Sports and Cultural activity. These Reports are taken up in Quarterly Meeting of IQAC.

1.4 Feedback System

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

The Institution directly has no say in the design and development of the curriculum by the University. However, whenever an opportunity arises the college uses its own internal mechanism to evaluate the same through Departmental meetings and projecting the same. In meeting / Academic Council and Syllabus committee and even in the greater House Senate and Syndicate if needs be.

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

Yes, through feedback obtained from time to time Guardian-Student-Teacher Meet.

1.4.3 How many new programmes/courses were introduced by the institution during the last four years? What was the rationale for introducing new courses/programmes?) Any other relevant information regarding curricular aspects which the college would like to include.

No

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

No

CRITERION II: TEACHING - LEARNING AND EVALUATION

1.1 Student Enrolment and Profile

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

Publicity

- Online Notice – www.umapandeycollege.org.in
- Through advertisement in the News Papers and public Notice
- College Prospectus

Transparency

Publication of List – Admission / Selection on the Notice Board for student display.

In all cases any discrepancy found is checked and enquired into and necessary changes, if needed, are done to create transparency even in day to day working of the college.

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

- Exclusively on merit – marks basis.
- the college strictly adhere to the reservation criterion laid down by the University / State Government.

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

The College adheres to the basic minimum percentage of 45% marks in Subject concerned in which stray cases in SC and ST / PWD the gross total goes down to 40%. All the constituent unit of L.N. Mithila University in Samastipur District adhere to the same yardstick in general.

Sl No.	Programme	Minimum % of Marks in subject	Maximum	Minimum
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Uma Pandey College, Pusa, Samastipur				
1	B.Sc. (Hons.)	45%	87.1%	45%
2	B.A. (Hons.)	45%	85.5%	45%
Bali Ram Bhagat College, Samastipur				
3	B.Sc. (Hons.)	45%	91.41%	45%
4	B.A. (Hons.)	45%	89.9%	45%

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

Generally, a meeting of the admission faculty comprising of Teaching and Non-Teaching faculty, is convened by the Principal to discuss the mode of admission in that academic year. The various units discuss thread bare the constraints found in the previous year and even endorse to new suggestion laid down in the meeting. This adds to the betterment of the admission process and hurdles, if any faced previously, are removed.

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

SC/ST

- Lower cut-off marks for admission
- Assisting in providing scholarship
- No tuition fee from 2016-17

EBC

- Lower cut-off marks for admission
- Assisting in providing scholarship
- No tuition fee,

OBC

- Lower cut-off marks for admission
- Assisting in providing scholarship

Women

- Preferential treatment at the break-up point - cut-off marks
- No tuition fee from 2016-17

Differently abled

- Lower cut-off marks for admission
- Assisting in providing scholarship

Economically weaker sections

- Free-ship
- Assistance from Poor Boys Fund

Minority community

- Assisting in providing scholarship

Any other

- Inspire and other state/Government Scholarship

2.1.6 Provide the following details for various programmes offered by the institution during the last four years and comment on the trends. i.e. reasons

for increase / decrease and actions initiated for improvement.DM, (last four years applicant / admitted)

Programmes Name	Year	No of Applicants	No of student admitted	Demand Ratio
Botany (H)	2013	86	80	
	2014	79	79	
	2015	87	87	
Chemistry (H)	2013	80	80	
	2014	64	64	
	2015	87	87	
Mathematics(H)	2013	45	45	
	2014	40	40	
	2015	84	84	
Physics (H)	2013	86	80	
	2014	85	80	
	2015	90	88	
Zoology (H)	2013	85	80	
	2014	90	80	
	2015	95	91	
Economics (H)	2013	24	24	
	2014	17	17	
	2015	47	47	
English (H)	2013	02	02	
	2014	11	11	
	2015	27	27	
Hindi (H)	2013	37	37	
	2014	34	34	
	2015	71	71	
History (H)	2013	100	100	
	2014	90	90	
	2015	172	172	
Home Science (H)	2013	100	100	
	2014	82	82	
	2015	131	131	
Maithili (H)	2013	0	0	
	2014	0	0	
	2015	0	0	
Philosophy (H)	2013	0	0	
	2014	0	0	
	2015	0	0	
Political Science (H)	2013	52	52	
	2014	29	29	
	2015	49	49	
Psychology (H)	2013	100	100	
	2014	100	100	
	2015	190	190	

Sociology (H)	2013	52	52	
	2014	29	29	
	2015	25	25	
Urdu (H)	2013	03	03	
	2014	04	04	
	2015	07	07	

2.2 Catering to Student Diversity

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

In admission
In providing scholarship.

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

Yes. During the first fortnight the teachers by and large ask basic question to assess the knowledge of the student and to make them acquainted with the subject. Special classes, if needs be are conducted.

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

Remedial Courses
Entry-in-services Programme
Seminar /Quiz / Elocution / Debate etc.

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

Mainly through seminars and debates held from time to time. The NSS plays an important role in this regard.

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

The college maintains a special vigil on students with extra ability. Students with special ability in academic / sports / NCC / NSS are selected and the college pays special attention to bring out the best in them. Special seminar and lecture are organized to enrich the student in their respective field.

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

Each Department of the College collect and analyse information regarding the Academic performance of each students through

- Personal interaction
- Internal Evaluation Report
- Academic Performance

Suggestions are given to improve performance, guidance and counselling. They are informed regarding the financial aid available in the college – Scholarship, freestudentship, poor boys fund etc

2.3 Teaching-Learning Process

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

During the first fortnight the detailed Academic Calendar is prepared by each Department. The College also incorporates to the above by adding the schedule of various occasions like Honble Uma Pandey's Birthday; Demise day, NSS day, Youga day, Women's day, etc no to forget Independence day, Republic day, Lalit Jayanti, Gandhi Jayanti etc.

The college maintains a daily routine and a copy of it is also available on the college notice board. Each year special care is taken in formulating the routine at the start of an Academic year. The first six days are used to evaluate the suitability of the routine and necessary changes are made, if needed. A copy of the same is even forwarded to the University along with the name of the teacher responsible for engaging the class. In all these aspects, i.e. maintenance of Academic calendar, teaching plan, Evaluation etc. the college adhere to the guide line laid down by the University.

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

The IQAC keeps a strict vigil on the teaching and learning process. The body maintains a constant interaction especially with the students belonging to the weaker classes, minorities and PWD and suggests means for the improvement of the same both at the college and even at the University end. Apart from this the IQAC is always vigilant to maintain the quality and sustenance through self appraisal. In this connection the college has opted for complete automation of all its major student blocks – Admission, Library, Accounts, Administrative office. We envisage providing complete Internet viability in the entire college campus

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

learning, collaborative learning and independent learning among the students?

- **Interactive learning** through Seminars, Debates, Quiz and group discussion
- **Collaborative learning** Educational excursion, visit to research centres, Industry etc
- **Independent learning** through preparation work for seminars, banners, slogans, drawings, etc through the help us the wi-fi facility available within the campus.
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2.3.4 How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators?

Through preparation work for seminars, banners, slogans, drawings, etc through the help us the wi-fi facility available within the campus. This activity initiates in general to strive for more and helps students to develop their creative and scientific temper. The more they do the more insatiable they become and this helps in their becoming life-long learners and innovators.

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

Facility available inside the campus for effective teaching and learning are

- Computer and broad band facility
- Wi-fi
- Audio-visual aids

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

Through Seminars, Debate and Quiz and cultural activities held from time to time. The teachers are encouraged to attend Refresher courses and Workshop in their specific field to keep them abreast with the changing scenario in learning and teaching.

Facilities available for students are wi-fi facilities for recreation and up gradation of their knowledge. Books and Journals and Periodicals also play a major role in this regard

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

Several students have benefitted through psycho-social support and guidance services in many a field in the Academic calendar. The outcome of

these activities has helped many a student in procuring jobs (sports) and showing excellence in NSS and even academically the college boasts of excellent record in Academics (results). All these achievements are displayed in College prospectus.

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

- Establishment of Computer Lab
 - Internet with LAN within the campus
 - e-board
 - Overhead projectors for display of CD and DVD
- are but a few means being taken up in this regard.

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

Library acts as the central hub of the College for both the students and teachers. It is well equipped with Books and Journals. The two Common Rooms – Boys/Girls also help in this regard. The Rooms have LCD, News paper, Magazines, Periodicals for their reading.

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

The college faces many obstacles in completing the curriculum. Examination / evaluation process – school and intermediate examination in particular eat away much of our precious time. The college organizes special classes and alters routine to accommodate the students. The teachers work much beyond their limit to meet these challenges. The role of the retired teachers is boon in this regard.

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

The College monitors and evaluates the quality of teaching in the following way:

- Ensuring 180 days of teaching
- Departmental academic Calendar
- Internal Examination
- Formal and Informal interaction with students
- through proforma designed to evaluate teachers

2.4 Teacher Quality

2.4.1 Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment

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

The College being a constituent unit of LN Mithila University, Darbhanga has no say in Appointment of teachers. The University is solely responsible for recruitment, transfer, and placement of teachers. All the teachers have uniform salary as per the UGC guide lines.

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

The college is currently in no position to start a new course as most of the Departments have very few teaching member to deal with the day to day to curriculum. We are thankful to the retired teachers for their cooperation in this regard.

However the College has recently introduce to Distance Education Centre to assist the students to go in for dual degree programmes

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

a) Nomination to staff development programmes -Nil

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

Organised computer training programme for non-teaching staff
– 15 days

c) Percentage of faculty -25%

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

The college is forever eager to promote research and academic publication among its staff members. As a result of this a few Minor Research Projects are running in the campus. The administrative setup combined with the IQAC plays an eminent role in arranging for Duty Leave and even financial support if needs bee to the individual.

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

-Nil.

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

-yes, through a printed proforma supplied to students

2.5 Evaluation Process and Reforms

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

The stakeholders/students are made aware of the evaluation processes in the preliminary classes and the students by appearing in mid-term test / examination get acquainted with this process. Further the College and the University website also inform them about the processes.

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

University level reforms

- Annual planning for examination evaluation result announced for all Examinations
- Active consideration in process for semester system. Currently in practice in Post Graduate Examination.
- In PG Project Report and internal assessment initiated.

College level reforms

- In a few subjects in UG we have also initiated Project Report and internal assessment.

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

Though being a constituent unit of LNMU the College does not have any direct say in this aspect yet we on our part adhere to the guide lines laid down by the University in internal examination and the same has to a great extent helped the students.

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

To instil confidence in students we have introduced

- Oral test and assignment
- Seminars and Paper presentation
- Competitions organised through NSS/Cultural Cell in Quiz, GK, Group discussion etc.
- The recently introduced Project work in a few subjects has instilled critical thinking, scientific temper and practical knowledge in students.

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

The College in its behalf adheres to the plan laid down by the University in this regard. The result of each student is maintained and submitted to the Departmental Cell. The Cell on its part is held responsible for its shortcomings and in cases of any external help or suggestion the IQAR and the Principal intervene for the betterment of the student and his result,

The visit planned by the Botany Department to RAU and KVK stands a testimony to this fact by which many students have become self entrepreneurs.

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

- Working through students belonging to the NSS and Cultural Cell to uplift the downtrodden people (SC/ST) of this area.
- Working in tandem with RAU and KVK in specified topics to bring out the best in people living in this area.
- Providing training and confidence into people to enter into self entrepreneurship- (ISR)

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

The college has

- a Grievance Cell
- a drop box facility provided in each Common Room (B&W). The drop box is opened on each alternate Friday and Grievance if any are resolved to the satisfaction of the students.
- At the University level the Dean Students Welfare looks after this Departments

2.6. Student performance and Learning Outcomes

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

At the beginning of each academic calendar year a meeting is convened by the Principal and the students made aware of the challenges in life. He makes them aware of the facilities available in the College regarding this.

- Career & Opportunity Cell
- Remedial Coaching
- Other Monetary benefits available within the campus.

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

The result of the last four years reflects the outcome of this:

Academic year	B.A. Hons.	B.Sc. Hons
2013-14	93.2%	91.2%
2014-15	89.8%	92.3%
2015-16	95.3%	92.5%
2016-17	95%	92%

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

The various strategies of the institution are structured to bring out the best in students by the use of

- Co curricular and extracurricular activity
- Computer lab.
- Internet
- Library

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

Through seminars and workshops organised in the college on:

- Careers and opportunities

This has led to many students becoming self entrepreneurs.

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

Through Staff appraisal data sought through proforma supplied evaluating the teachers/ non-teaching staff/ technical staff.

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

The IQAC has a formidable role to play in this regard. The IQAC in its monthly meet with the Departmental Council and quarterly meet with all factions goes through the entire process of learning and its outcome.

2.6.7 Does the institution and individual teachers use assessment/ evaluation outcomes as an indicator for evaluating student performance, achievement of learning objectives and planning? If 'yes' provide details on the process and cite a few examples. Any other relevant information regarding Teaching-Learning and Evaluation which the college would like to include.

Yes, through appraisal data sought through proforma supplied evaluating the teachers/ non-teaching staff/ technical staff. The high percentage of students passing each year stands a testimony to this fact.

CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION

3.1 Promotion of Research

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

The College is basically a Degree College. However emphasis is laid on promoting Research work. The e-library facility in this regard is a major help. This encourages our Faculty members in Humanity and Social Science to take up Research Projects.

Sl.No	Name of the teacher /Supervisor	Subject	Research Centre
1	Dr Surendra Prasad Singh	History	LNMU, Darbhanga
2	Dr Neelam Kumari	History	BRABU, Muzaffarpur
3	Dr Aruna Kumari	Sociology	LNMU, Darbhanga

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

Yes

- | | | |
|----|-------------------------------------|--------------------|
| 1. | Prof. Umesh Prasad Singh, Principal | Chairperson |
| 2. | Dr Sunil Kumar Sharma –Physics | IQAC, Co-ordinator |
| 3. | Dr Aruna Kumari – Sociology | Member |
| 4. | Dr Neelam Kumari – History | Member |

It was on the basis this Committees report that many faculty members though past their prime started Research activity by applying for MRP – Dr Neelam Kumari, History and enrolling students – Dr Surendra Prasad Singh, total enrolled 4 scholars in History.

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

- **Autonomy to the principal investigator:** Yes
- **Timely availability or release of resources:** Yes
- **Adequate infrastructure and human resources:** Yes
- **Time-off, reduced teaching load, special leave etc. to teachers:** Yes
- **Support in terms of technology and information needs:** Yes
- **Facilitate timely auditing and submission of utilization certificate to the funding authorities:** Yes
- **any other:** Institute provides all kinds of support within its control to the principal investigators to carry out research scheme /project within the time frame in consultation with the Research Committee.

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

The college is basically an under graduate college and hence has limited research facility. However, the teachers are forever engaged to promote Research fervour in its student. Efforts are being made to introduce Research lab facility in a few subjects.

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

Name of Faculty	Duration	Funding Agency	Amount Sanctioned
Dr Neelam Kumari	2 years	UGC	150000/-
Prof. Pramod Kumar Paswan	2 yaers	UGC	250000/-

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

Yes,

Arts	Economics	English
	History	Home Science
	Maithili	Political Science
	Psychology	Sociology
Science	Botany	Chemistry
	Physics	

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

Name of Supervisor	Deptt.	Awarded	Year	Specialisation
Dr Aruna Kumari	Sociology	Ph.D.	1992	Sociology
Dr Sunil Kumar Sharma	Physics	Ph.D.	2000	Physics
Dr Ram Niwas Singh	Chemistry	Ph.D.	1990	Chemistry
Dr Neelam Kumari	History	Ph.D.	1996	History
Dr Manjari Thakur	Pol. Sc.	Ph.D.	2013	Pol. Sc.
Dr Surendra Prasad Singh	History	Ph.D.	2006	History
Dr Ratneshwar Prasad	Botany	Ph.D.	1991	Botany

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

Physics Dr. Arun Kumar Mishra
PG Head
Dept. of Physics
L.N.Mithia Univesity, Darbhanga

Psychology Dr Hari Prasad Roy
PG Head
Dept. of Psychology
L.N.Mithia Univesity, Darbhanga

Philosophy Dr. Raj Nandan Yadav
PG Head
Dept. of Philosophy
L.N.Mithia Univesity, Darbhanga

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

Study leave	–	Dr Sunil Kumar Sharma	– 3 months
	–	Dr Ram Niwas Singh	– 3 months
		Dr Ratneshwar Prasad	- 3 months

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

Internet Connectivity through wi-fi

Services Provided by the Department

Botany	Visit to RAU & KVK for on the spot knowledge of Research activity in the field.
Chemistry	Soil testing
Physics	Water testing

3.2 Resource Mobilization for Research

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

UGC grant for Research purposes :

Name of the faculty	Deptt.	Sanctioned	Received
Dr Neelam Kumari	-History	1,50,000	70,000
Dr. Pramod Kumar Paswan	-Maithili	(JRF) 18,000 for 1 st month & 15,000 each month	

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

No, The College does not have any such provision till date.

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

Nil, As the College is basically an Undergraduate Institution.

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

Dr Ratneshwar Prasad	Botany	RAU, Pusa & KVK
Dr. Ram Nivash Singh	Chemistry	Soil Science RAU
Dr Renuka Yadav	Home Science	College of Home Scienc, RAU

Apart from this Guest lectures are convened from time to time. Dr Ratneshwar Prasad involves students of other Departments –Chemistry, Zoology, Physics to give it the inter-disciplinary flavour.

Challenges faced :- Lack of fund as there is no fund under this head.

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

Being an undergraduate College the College caters to its needs through the fund granted by UGC and RUSA however Research Scholars registered under the Faculty member of the various departments of the College use the is facility also. The Principal assists in this work by proving permission of material required as a part of agreement arrived at in the IQAC meet promoting Research Lab facility in few specified Department.

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

No

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

Name of Faculty	Nature of the Project	Duration Year	Title of the Project	Name of the funding agency	Total Grant Sanctioned	Total grant till date Received
Dr Neelam Kumari	Minor Project	2013 –2015	Vartman yug mein pativarta dharm ki prasangikta- ek adhyan	UGC	1,50,000/-	70,000/-
Prof. Pramod Kumar Paswan	Junior Research Fellowship	2014 –2019	Evaluation of Maithili literature written by Mayanand Mishra	UGC	18,000/- 1 st Month & 25,000/- thereafter	

3.3 Research Facilities

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

Limited Research facility available in Social Science and Humanities by allocating fund them for purchase of Journals. In practical subjects formation of Research Labs has been approved.

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

The College as stated earlier is an undergraduate College under LNMU, Darbhanga and hence has no strategies to follow in this regard. However, the institute promotes each faculty members to indulge in Research activity and attended recognised Research Centres to enhance their Research capability.

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

No,

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

Institution and Industries attached to the College in Research Project

- Rajendra Agricultural University, Pusa, Samastipur
- Krishi Vigyan Kendra, Birauli

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

wi-fi Campus; strengthening of Books and Journals in the College Library along with reprographic facility.

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

College of Home Science,
Department of Soil Sciences -All belonging to Dr Rajendra Prasad
Department of Horticulture Centre Agriculture University, Pusa,
Krishi Vigyan Kendra for Mushroom Cultivation, Vermi-compost, and
Organic waste compost

3.4 Research Publications and Awards

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

- **Patents obtained and filed (process and product):** Nil
- **Original research contributing to product improvement:** Nil
- **Research studies or surveys benefiting the community or improving the services:**

Name of faculty	Deptt.	Awarded Ph. D in	Topic
Dr Sunil Kumar Sharam	Physics	2000	A short rang three body potential and lattice vibration of cubic solids
Dr Ram Nivash Singh	Chemistry	1990	Ambidentate behaviour of poly atomic hetrocyclic compounds
Dr Aruna Kumari	Siciology	1992	<i>Anusuchit jati ki mahilaon ka samashastiya adhyan, Darbhanga shahar ke sandharav mein</i>
Dr Neelam Kumari	History	1996	<i>Mahabharat mein pativrat dharm</i>
Dr Manjari Thakur	Pol. Science	2013	<i>Bhartiya samajvadi awlokan mein Acharyan Narendra Deo evam Dr Lohiya ka yogdan – ek adhyan</i>
Dr Ratneshwar Prasad	Botany	1991	Studies of root knot disease in chewing tobacco in North Bihar
Dr Surendra Prasad Singh	History	2006	<i>Purv madhyakalin Bharat mein parivaric adhyan -600 -1200 isvi san tak</i>
Dr Renuka Yadav	Home Science	1996	<i>Bachchon ke vikas mein parivaric paristhitiyon ka yogdan , samastipur jile ka ek adhyan</i>

- *Research inputs contributing to new initiatives and social development:*

Nil

Attached with Departmental Profile

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

- No

3.4.3 Give details of publications by the faculty and students:

Publication per faculty

Number of papers published by faculty and students in peer reviewed journals
(national / international)

Name of Faculty	No of Publications	Topic
Dr Sunil Kumar Sharma	02	Phonon dispersion in relation of Noble metals, Phonon Dispersion in relation of p-Block metals
Prof. Pramod Kumar Paswan	01	Evaluation of Maithi literature written by Prof. Maya Nand Mishra

*** Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)** 02

*** Monographs** - Nil
*** Chapter in Books** 02
*** Books Edited** Nil

*** Books with ISBN/ISSN numbers with details of publishers**

Name of Faculty	Title of Book	ISBN	Details of Publisher
Dr Renuka Yadav			
	• Citation Index		Nil
	• SNIP		Nil
	• SJR		Nil
	• Impact factor		Nil
	• h-index		Nil

3.4.4 Provide details (if any) of

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

Financial support in terms of TA/DA
Special Leave management

3.5 Consultancy

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

Nil

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

The institution at present does not have any such policy.

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

Services Provided by the Department

Home Science	Nutritional value for women (Age)
Chemistry & Botany	Soil testing
Physics	Water testing
Zoology	Blood group with Rh factor

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

The Consultancy services stated above is solely at the institutional level and the same is not publicized by any hoarding. Hence the case of revenue generation does not arise.

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

Nil

3.6 *Extension Activities and Institutional Social Responsibility (ISR)*

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

1. The College has adopted Bharao, Harpur and through the volunteers of NSS many programmes pertaining to:
 - Literacy
 - Women Empowerment
 - Sanitation
 - Nutrition
 - Tree plantation

etc. have been taken up

2. The College has recently joined hands with BSS Club Rusera and has started classes for the deprived strata of Society to educate them even in courses pertaining to employment.

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

Mainly through the volunteers of NSS. An Advisory Committee comprising of the Principal, NSS Programme Officer and the IQAC Co-ordinator strives to:

- to inculcate social awareness
- to promote human values –Plantation, Blood donation and other Extension activity,

Awareness Programme

- AIDS
- Cancer

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

Through guardian meetings and through feedback facility supplied to students (Proforma) to obtain their feedback on the subject.

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

Mainly through NSS

Financial Year	Income	Expenditure
2016-17	30,000/-	33,000/-
2015-16	30,000/-	31,000/-
2014-15	30,000/-	32,000/-
2013-14	30,000/-	29,000/-

- Apart from this the college holds seminars / Symposia every year on Lalit Jayanti (2nd February) and the birth and death anniversary of its founder Uma Pandey Jayanti (7th October and 2nd January) respectively.
- On each Saturday a seminar / debate / quiz etc are organized.

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

NSS volunteers attend a special camp organised within the College or in the neighbouring area as an integral part of the academic session. Till date many students have achieved laurels in NSS. Such events are mentioned in our college prospectus which encourages both students and guardian to be a part of the college fraternity.

Recently the NSS Programme Officer attended the Orientation Courses held at Vishwar Bharti and a one day workshop help at Patna.

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

The Volunteers of NSS in the guidance of their Programme Officer conducted an extensive campaign of the adjoining area and after much deliberation with the Principal and the IQAC members selected Village Bharao, Harpur for extension activity. Till date many programmes have been organised pertaining to

- Literacy
- Sanitation
- Health Camp etc.

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

A visit to the above mentioned Village stands a testimony to the impact of these programmes. The village people have been educated on various topics of day to day life –hygiene, inoculation, gender sensitization, blood donation, HIV, AIDS etc.

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

Each year NSS organizes in-campus and out-campus camp. The out-campus camp brings students in contact with the populace living in and around the area. The cadets propagate the benefits of sanitation, cleanliness, disease etc among the people inhabiting in that area. Child foeticide, abuse of the weaker section and campaign like AIDS and blood donation etc are openly discussed with the people and they have benefitted much from it. Services of Doctors have also been taken during these camps to propagate message of blood-donation and immunization among the local population.

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

We have cordial and constructive relationship with other local colleges in many a activity organized at the University / District level.

- AIDS
- Blood-donation
- Women empowerment
- Polio
- Prohibition
- NGOs etc.

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

NSS –	awarded in cultural activity
Sports & Culture –	Inter College Championship – Cricket, Volley ball, Kabaddi, Youth Festival

3.7 Collaboration

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

The college at present has no course running which needs to establish collaboration with other agencies. However, the college as needs be is in active collaboration with the various Colleges under Dr. Rajendra Prasad Central Agriculture University, Pusa, and Krishi Vigyan Kendra, Birauli.

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

Two MoUs with Dadhichchi Foundation, Kashipur, Samastipur and Quest alliance have been signed and the first does Yeomen Service to Society and the latter is engaged in preparing students to meet the Challenges in life pertaining to development of personality, facing interviews, partaking in group discussion and other such problems awaiting students in future.

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

We have benefited much in this area from the donations procured from the local MLAs/MPs/MLCs in infrastructure.

3.7.4 Highlighting the names of eminent scientists/participants who contributed to the events, provide details of national and international conferences organized by the

college during the last four years.

3.7.5 *How many of the linkages/collaborations have actually resulted in formal MoUs and agreements? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and/or facilitated -*

- a) Curriculum development/enrichment
 - establishment of two Distance Education Programmes
 - i. Study Centre of Distance Education LNMU, Darbhanga
 - ii. Study Centre of Nalanda Open University, Patna
- b) Internship/ On-the-job training - No
- c) Summer placement - No
- d) Faculty exchange and professional development - Yes
- e) Research - Yes
- f) Consultancy - Yes, only for inmates
- g) Extension - Yes, Village adoption
- h) Publication - No
- i) Student Placement - Yes, self entrepreneurs
- j) Twinning programmes - Yes, Regular + Distance
- k) Introduction of new courses - under active consideration
- l) Student exchange - No
- m) Any other

3.7.6 *Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/ collaborations.*

As mentioned above, the college is opting for opening a Soil Testing Cell, within the campus.

Any other relevant information regarding Research, Consultancy and Extension which the college would like to include.

The College is actively in consultation with the District Administration for opening up of Soil Testing Lab in the Campus.

The College is also in touch with Dr. Rajendra Prasad Centre Agriculture University, Pusa, for Biological waste management through Vermi-compost Pits and Bio-waste Management and with Krishi Vigyan Kendra Birauli for Mushroom Cultivation.

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

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

The college is dependent mainly on

- University Grants Commissions
- State Government
- Contribution from local MP and MLA
- RUSA

4.1.2 Detail the facilities available for

Curricular activities

1. Classrooms
2. Well stacked library with reading facility separately for staff and students
3. Well equipped laboratories (Botany, Chemistry, Home Science, Physics, Psychology and Zoology,)
4. Indoor sports complex – under active consideration

Extra-curricular activities

1. NSS
2. Two Common room separate for Boys & Girls
3. Sports one visiting PTI Looks after the Sports Calendar of the College in Consonance with the University Sports Calendar
4. Special Care is taken to acquaint the Students through Seminars/ Debates/Quiz/ regarding Global issues of relevance including general awareness regarding tree plantation, sexual indiscrimination, women empowerment etc.

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

Because of being situated about 20 km away from the District Headquarter the College faces acute constraints. However the Teacher and other Staff members try their best to overcome this by working extra hours. It is because of this that two new Halls have been constructed from MLA/ MP Fund. The College recently added a Girls Hostel from UGC Fund. (Master plan displayed)

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

In all new constructions we ensure that ramps are built to cope up with the needs of students with physical disability. The teacher and Staff are specially vigilant regarding their shortcoming and ensure that they do not suffer. In all new Construction special emphasis is laid on Construction of ramps.

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

- **Hostel Facility** – Yes for Girls only
- **Recreational facilities, gymnasium, yoga centre, etc.-** NO
- **Computer facility including access to internet in hostel** : Yes
- **Facilities for medical emergencies** : First-Aid facility available in common room and Medical aid available in vicinity.
- Library facility in the hostels** : NO
- **Internet and Wi-Fi facility** : YES
- **Recreational facility-common room with audio-visual equipments** : Yes
- **Available residential facility for the staff and occupancy Constant supply of safe drinking water** : NO
- **Security** : YES

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

First-Aid facility in the Common room and Sub divisional Medical Hospital at about 500 meters distance.

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

The college has provided spaces for the following special units:

· IQAC	: Yes
· Grievance Redressal unit	: Yes
· Women's Cell	: Yes
· Counselling and Career Guidance	: Yes
· Placement Unit	: No
· Health Centre	: No
· Canteen	: Yes
· Recreational spaces for staff and students	: Yes
· Safe drinking water facility	: Yes

4.2 Library as a Learning Resource

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

Library Committee comprises of the following members

1. Dr. Aruna Kumari – Arts
2. Dr. Sunil Kumar Sharma – Science
3. Librarian

The Committee is responsible for screening all queries pertaining to Library and from time to time holds meeting and conveys measures to update the existing facilities. It is on day request that the physical verification of book and e-library facility is being introduced in the college. The Departments has its own facility and is likely to become a centre with inflibinet facility.

4.2.2 Provide details of the following:

*** Total area of the library (in Sq. Mts.)**

– About 100 Sq. Meter

*** Total seating capacity 1**

16.1 Sq. Meter for 50 students and 30 Staff

*** Working hours (on working days, on holidays, before examination days, during examination days, during vacation) –**

6 hours on all working days and Summer Vacation

*** Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)**

*** Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources):**

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

Requirements of Books and Journal is notified to all the HODs who submit their list to the Library Committee on a regular basis.

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

wi-fi Campus

- **Electronic Resource Management package for e-journals** : No
- **Federated searching tools to search articles in multiple databases** : No
- **Library Website** : No
- **In-house/remote access to e-publications**: No
- **Library automation** : No
- **Total number of computers for public access** : Nil
- **Total numbers of printers for public access**: 1 – for students only
- **Internet band width/ speed**: 2mbps
- **Institutional Repository** : Nil
- **Content management system for e-learning**: NO

4.2.5 Provide details on the following items:

- * **Average number of walk-ins** 50
- * **Average number of books issued/returned:** 10
- * **Ratio of library books to students enrolled** 5: 1
- * **Average number of books added during last three years** 900
- * **Average number of login to opac (OPAC)** NA
- “ **Average number of login to e-resources**
- “ **Average number of e-resources downloaded/printed**
- “ **Number of information literacy trainings organized** : 1
- “ **Details of “weeding out” of books and other materials** : Once in 5 years

4.2.6 Give details of the specialized services provided by the library

- Manuscript: No
- Reference: Yes
- Reprography: Yes
- ILL (Inter Library Loan Service): No
- Information deployment and notification (Information Deployment and Notification)
:Yes
- Download: Yes (for Office Staff only)
- Printing: Yes
- Reading list/ Bibliography compilation: No
- In-house/remote access to e-resources: No
- User Orientation and awareness: Yes
- Assistance in searching Databases: No
- INFLIBNET/IUC facilities : in process.

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

The college on date does not have sufficient staff in Library. But automation has made the task easier for the staff in position in Library they assist student and staff by

providing number of books in stock and even providing photocopy to the desire students.

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

Under active consideration

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

The Library committee is solely responsible for this and gives suggestions to IQAC – Principal. “Suggestion Box” available in the Library for use of Students.

4.3 IT Infrastructure

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

- Number of computers with Configuration (provide actual number with exact configuration of each available system) : 15 Desktops and 4 Laptops
 - Desktop Configurations : Most of the computers are configured with Core to duo processors, 500 GB HDD and 2GB RAM With Double layer DVD RW. Multimedia Speakers with UPS facilities are also available. Laptops Configurations : Branded Lenovo with i3 and i5 , processors, 500 GB HDD and 2 GB Rams with DVD Writers Bluetooth, Wi-Fi, Webcam and Speakers. 5
 - Computer-student ratio: NA
 - Stand alone facility : No
 - LAN facility : yes
 - Licensed software : Yes
- Number of nodes/ computers with Internet facility : 14

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

Number of Internet Ready Desktop — 15

Nearly all the Departments in Science have their own Computer / Laptops with Internet facility. This facility shall be enhanced with the augmentation of Wi-Fi / LAN facility in near future.

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

- Automation and providing wi-fi /LAN facility for all concern within the campus.
- Quantitative and qualitative increase in the number of computers in the computer cell

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

Year	2013-14	2014-15	2015-16	2016-17
Amount	10000=00	25000=00	40000=00	25000=00

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

Teachers and students are availing the computer facilities. Because of the College being situated in Rural Background most of the students are not familiar with computers. We on our part make them aware of this facility and train them to use this facility in their day to day life. The use of LCD projectors, digital camera, smart boards, Laptops in seminars, workshops, symposium and class room teaching and other curricular activity help us to a great extent in this regard. wi-fi facility available now within the campus will augment the way for use of other ICT resources.

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

Most of the Departments have either desktop or laptop facility. The teachers now and then prepared power point presentation and use this facility with the help of overhead projector to provide students insight into the variable use of Computers and also train them in this regard. The facility also helps the teachers through audio visual cassettes to impart Lecture on complex topics and other day to day problems of Regional/ State/ National/ Inter National problems.

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

- No

4.4 Maintenance of Campus Facilities

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

Through college development committee and Development Committee framed as per the guide lines of the University and Staff Council meetings held from time to time.

Year	2013-14	2014-15	2015-16	2016-17
Amount	1065000=00	1541200=00	1242650=00	1513648=00

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

There is a College Development cum Building Committee which takes the decision for maintenance and upkeep of infrastructure and equipments of college. Building In charge and Head Clerk are authorised to look after the Annual maintenance of computers, Desktops, Power, Water,(Potable water) etc. The NSS wing and the Department of Sports & Culture also plays a major role in this regard.

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

Annually and if needs be immediately.

4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)?

All the major Departments have their own Inverter facility. Voltage stabilizers are placed at all strategic points to regulate proper electric supply. Voltage stabilizers separately are installed to provide Pure drinking water facility (RO system) in all the Departments, common room, Library, Office etc

Any other relevant information regarding Infrastructure and Learning Resources which the college would like to include.

The College recently has opted for Distance Education Programmes to be launched within the campus

- 3 Distance Education Centre, L N Mithila University, Darbhanga
- 4 Study Centre, Nalanda Open University, Patna

These Programmes will help the students to opt for Dual Courses & even provide students with course material pertaining to even there regular Course.

CRITERION V: STUDENT SUPPORT AND PROGRESSION

5.1 Student Mentoring and Support

U P College, Pusa is based at about 20 km from Samastipur and at about a distance of 45 Km from the University. It is primarily and Agriculture based society that inhabits this area. The recently upgraded RAU now known as Rajendra Prasad Central Agriculture University is at about 500 m from the College. Thus the College is prime centre for the wards and inmates belonging to RAU. The populace inhabiting this area generally belong to the lower strata of Society. Another important feature worth mention is high percentage of Minorities living in this area.

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

Yes. The college has its own Prospectus which contains all relevant information regarding the college:-

- Brief history of the College,
- Various courses available,
- Tentative date of Examination,
- Extra-curricular activities ,
- Fee structure,
- Library,
- Details of committees-Admission, Library, Accounts, Scholarship etc.
- Various norms to be followed,
- Last but not the least the name of all teachers/ Departments/ Working Staff and various Redresser Cells – Grievance, Women Empowerment, Ragging etc.

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

The College has avail organised Scholarship Cell which looks after this disbursement of the found received under this criterion:-

- **Scholarship for Backward Classes/ Category**
- **Scholarship for Economically Backward Classes/ Category**
- **Scholarship for SC/ST Category**
- **Scholarship for Physically challenged category,**
- **Apart from this about 12.5% students enjoy free studentship in each Class**
- **In extreme cases the College administration provides fund from the Poor Boys Fund,**
- **Sports person securing University team and volunteers securing position in meets and competition are awarded full fee student**

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

- **Inspire Scholarship**
- **0% fee for students belonging to SC/ST Category,**
- **0% fee for women belong to All category,**
- **Apart from this all the girl students receive financial assistance for Uniform from time-to-time.**

5.1.4 What are the specific support services/facilities available for

- * **Students from SC/ST, OBC and economically weaker sections**
 - State Scholarship
- * **Students with physical disabilities**
 - State sponsored Scholarship
- * **Overseas students- NA**
- * **Students to participate in various competitions/National and International**

In NSS and Sports complete permissible TA etc., as per University norms, is made available to the students including Railway concession. The same is disbursed to the students partaking Academic tours as in Home Science, Psychology, Botany etc.
- * **Medical assistance to students:**
 - Health centre, Health insurance etc. Only First-Aid
- * **Organizing coaching classes for competitive exams**
 - Weekly debate / quiz etc.
- * **Skill development (spoken English, computer literacy, etc.,)**
 - Permission has been sought from the University to make the staff and student avail of computer knowledge facility. The college on its behalf organized a 30 days programme for the Class III and Class IV employee.
- * **Support for “slow learners”**
 - Extra Tutorial classes during Holidays and vacation.

Exposures of students to other institution of higher learning/ corporate/ business house etc.

– The college promote and even release finance to the students as per their need in surveillance with the departmental teacher. The Department of Botany needs special mention in this regard. It is primarily because of Dr Ratneshwar Prasad that the number of students enrolled in Botany needs special mention as compared to other Colleges in the University. Dr Prasad played an instrumental role in this regard and took students to RAU and KVK in the Vicinity to give them first hand information in Agriculture. Apart from this he encouraged students to go in for various training programmes Organised by RAU and KVK from time-to-time-Mushroom cultivation, Vermi Compost, animal husbandry, Poultry farming and other ancillary Industry pertaining to Agriculture-Self Employment.

*** Publication**

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

The college in its weekly programme seek the assistance of Professionals to deliberate on the entrepreneurial skills and opportunity available to the students in future as per their Academic pursuit. The recently open Distance Education Programme, Organised by L N Mithila University, Darbhanga, and Nalanda Open University, Patna play a key role in this regard. The College apart from this uses the Services of key Professor of RAU and KVK in promoting Self Employment.

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

- additional academic support, flexibility in examinations
 - special dietary requirements, sports uniform and materials
 - any other
-
- Students excelling in Sports and NSS are awarded full free studentship and rewarded during needs organise in the campus.
 - Provides kit and training facility on a regular basis during each calendar year
 - Dietary provisions are made to the incumbent as per the University norms.
 - The college informs all the freshers regarding the value of their performances in their specific field which apart from their Physical upliftment also helps in their Career pursuit

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

The College imparts Education up to Graduation level and hence is directly not in a position to provide Statistical data on the above. However from various meetings organised in the College "Alumini Association" it can be assumed that about 1-2 % students compete NET, 1-2% compete state Services in Higher Grade and 6-7% in Lower Grade State and Central services

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

- Hygiene
- General awareness
- Disease
- AIDS,
- Prohibition,
- Gender sensitization etc.

• **Problem pertaining to social starate**

Through weekly seminars and categorical seminar held in each calendar year at par with the Academic Calendar issued by the University.

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

The college is an undergraduate institution but plays an important role in providing Employment to its inmates as discussed above through training programmes organised in the College leading to Self Employment in Animal husbandry, Poultry, Mushroom cultivation and other ancillary Agri-based Industry.

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

Yes, the College every fortnight takes up the various grievances dropped into the mail-box by the students and a competent Grievance Cell, comprising of the Principal as Patron two Senior Faculty members two members from the Non-teaching + One representative of each Class, suggest means to remove the obstacles or to deal with the situation in hand.

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

Immediate action is taken in this regard by holding a meeting of all the staff available in the college and if needs be the guardian of the both the parties are summoned and the problem rectified. However no cases have been reported during the last four Academic Years.

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

Yes. The recent formed anti-ragging Cell keeps constant surveillance in this regard and hence till date no case has been reported.

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

- Free studentship
- Scholarship – State Govt. / Central Govt. INSPIRE etc.
- Rewards – for achieving excellence in sports / NSS/ NCC
- Publication of names in college prospectus

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

No. Not till date But in active consideration. However we fell privileged as ex-students leaving near by specially in RAU remain in constant touch with us and take part in various College in Academic /Calendar programmes organised by the College. Independence Day, Republic Day, Uma Pandey’s Birthday/Demiseday etc and other annual programmes.

5.2 Student Progression

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

Students Progression	%
UG to PG	40
PG to M. Phil	1
PG to Ph. D	12
Employment	10
Self-employment	20
Campus Selection	Nil

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

Course	Result			
	2013-14	2014-15	2015-16	2016-17

B. A.	93.2	89.8	95.3	95.2
B. Sc.	91.2	92.3	92.5	93.4

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

As the college is an undergraduate institution we have very little say in campus Selection and employment to the students. However a large number of Students after taking up various organised/assisted by the College have benefited by securing Self Employment for themselves and their family.

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

Mainly through college parent meet and various Departmental Council which keep in contact with the students in each Department.

5.3 Student Participation and Activities

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

Cricket, Volleyball, Kho-kho, Table tennis, Badminton, Athletics etc. Apart from this NSS has played a key role in yeomen service to society. The service rendered by the volunteers on NSS special in the field of Women Empowerment needs special mention. Their work is reflected increasing women enrolment each Academic year.

Cultural and other extracurricular activities

In Youth festival organized by the University and in State sponsored 'Tarnag'

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

Sports	2013-14	2014-15	2015-16	2016-17	Remarks
Cricket					
Volleyball					
Football					
Badminton					
Kabaddi					
NSS/Culture					
Dance					
Drama					
Drawing					
Debate					

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

- φ By granting them financial support – full free studentship
- φ By rewarding them in annual function and seminars
- φ By publishing their names in the college prospectus

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

The College publishes its Annual Magazine every year. Students are encouraged by the teachers to put in their Articles, Poems, Essays, Stories etc in the College Magazine. The Editorial Board comprising of the various language faculty assist the students in this regard and extra ordinary compositions are publicly acclaimed and rewarded.

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

Yes. The college Student union as per the University guidelines comprising of two students from each Class, one male & one female having highest % of marks.

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

- Departmental council.
- Students Union
- Grievance Cell

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

Each year we organize two seminars on the birth / death anniversary of our founder Hon'ble Uma Pandey and many Alumni and former faculty members are invited to grace this occasion. They in their turn are forever eager to provide college both with financial support and academic support. We have made provision for registration of alumni on the college website and seek their suggestions for improvement of teaching and learning of the college.

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

The College of late has opened two new teaching Programme in Distant Education to assist them in pursuing dual Course programmes in one academic year
Distance Education Centre, L N Mithila University, Darbhanga
Study Centre, Nalanda Open University, Patna

CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

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

VISION OF THE COLLEGE

The core group of Management comprising of the various stakeholder, Alumini Association and the College Development Committee through many a stormy session laid down the Vision and Mission of the College. All these collectively meet from time to time to supplement to the needs of the growing Institution.

MISSION OF THE COLLEGE

As envisaged in the first meeting held in 1971 the College still strives for providing quality and value based Higher Education to the students. The collective aim is to provide equitable Educational opportunity and the best human and material resources facilitating the optimum use of Science & Technology for their academic pursuit.

OBJECTIVE OF THE COLLEGE

- To develop human resource of high calibre
- Imparting quality based education to students residing in this Backward Area
- To provide all round development of the student

- To inculcate a scientific fervour
- And above all Ideal citizen

STRATEGY OF THE COLLEGE

Providing better Education

Developing human values

Each year a meeting is held of the teacher and staff to discuss the modalities for the new calendar year. The guidelines laid down by the University and its calendar is studied so as to make full proof arrangement for the academic year.

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

The college adheres to the guidelines laid down by the State Government in general and the University in particular. Through carefully designed policy and plan the Principal in cooperation with the Development council takes up diverse projects aimed at strengthening the College each year. The IQAC and other Departments and councils have their say in the strategic development of the College. Special stress is laid on timely implementation of the project in time.

6.1.3 What is the involvement of the leadership in ensuring?

- **The policy statements and action plans for fulfilment of the stated mission formulation of action plans for all operations and incorporation of the same into the institutional strategic plan**

To ensure timely completion of the project without any deviation from the guidelines.

- **Interaction with stakeholders**

The aspiration of the stakeholder is always looked after during the implementation of a project and their suggestions are adhered to.

- **9Proper support for policy and planning through need analysis, research inputs and consultations with the stakeholders**

The leadership from the very beginning ensures the active interaction with stakeholders and always tries to uphold their valid suggestions.

- **Reinforcing the culture of excellence**

The leadership and the College council is always aware of its social responsibility and projects at providing a multifaceted field for their inmates. Extracurricular activities are made a part of the academic calendar for the all round development of the students. NSS & Sports play a vital role in this regard.

- **Champion organizational change**

The leadership is always in touch with the people. The view point of all Stakeholders, Media, the Local and State administration and students is always adhered to in Planning and Implementation.

6.1.4 What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?

Mainly through meeting of

- Staff Council
- College Development Committee
- Internal development Committee - comprising of all the HODs
- UGC development Committee - comprising of mainly Bursar, senior most teacher, building in-charge and University Representative as per

University

norms. With the Principal acting as the Chairperson

6.1.5 Give details of the academic leadership provided to the faculty by the top management?

- Complete transparency
- No interference in the management of the Department until and unless prayed for by the members of the Department.

6.1.6 How does the college groom leadership at various levels?

Grooming is a word usually associated with beginners-students. The formation of the Students Union plays an important role in this regard. The day to day interaction by the Principal with the students belonging to the various Student Union Organisations, often in public, help to a great extent in this regard in developing leadership qualities in Students. Participation in Sports, NSS and other curricular programmes also help in this regard.

6.1.7 How does the college delegate authority and provide operational autonomy to the departments / units of the institution and work towards decentralized governance system?

The cells / committee are usually provided with complete autonomy in their respective field. Even in financial matter the Institution Head more than often agrees with the provision laid down by the cell / committee. In case of heavy financial support the matter is brought under the purview of internal development committee / college development committee.

6.1.8 Does the college promote a culture of participative management? If 'yes', indicate the levels of participative management.

Yes, we do promote a culture of participative management by nominating teaching and Non-teaching staff in various decision making bodies as per the guidelines laid down by

the University. The services of many a teacher are actively sought in sports / examination / cultural programme every year. A few teachers are even engaged by the District Administration in Sports and Culture.

6.2 Strategy Development and Deployment

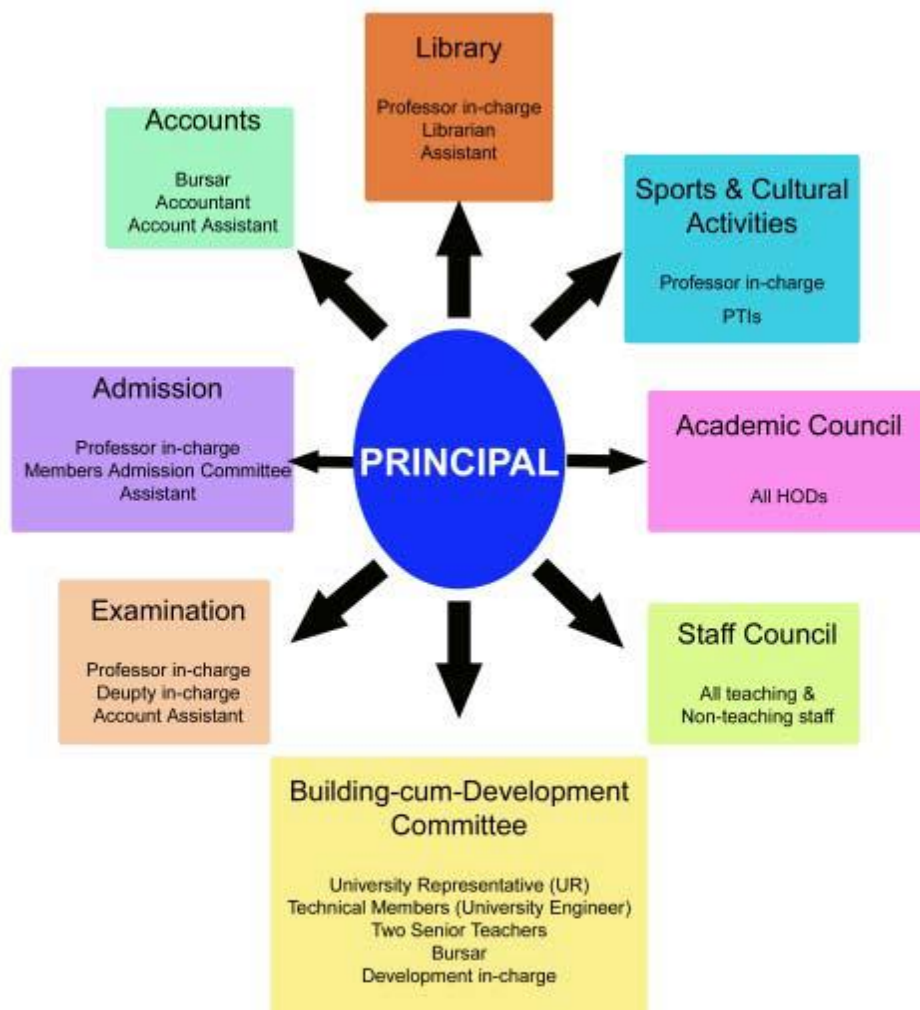
6.2.1 Does the Institution have a formally stated quality policy? How is it developed, driven, deployed and reviewed?

The college strives for the best and has acquired a name for itself both at the University and the Government level. The college practices transparency in all its dealings and strict quality control in all its purchases. Even in the academic field we have made a mark at the University level and have worked to the utmost satisfaction at the University and Government level. The formation of IQAC recently has added further to our endeavour. The collective participation of every one in everything has done wonders in this regard.

6.2.2 Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.

Yes. The College has its own master plan and is forever on the look out to upgrade the facility available within the campus. As mentioned earlier the college wishes to do away with the existing infrastructure and to do away with all the liabilities in hand.

6.2.3 Describe the internal organizational structure and decision making processes.



6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following

- **Teaching and Learning** – Electronic Board, Computer cell, LCD projector, Reading rooms separately for students and staff, etc.
- **Research and Development** – Teachers are encouraged in enrolling Ph.D. Scholars and provided with Lab / Library facilities and many Minor Research Projects are running and new projects sought for.
- **Community engagement** – through NCC / NSS / cultural participation keeping in mind Institutional Social Responsibility (ISR)

- **Human Resource Management** –Mainly due to the policy of the State Government there is acute shortage of working hands in both the teaching and the non-teaching front. Most of the inmates cooperate to their best ability in the smooth running of the college.
- **Industrial interactions** – In specific Departments

Botany	-	RAU, KVK
Home Science	-	College of Home Science RAU, Pusa

6.2.5 How does the Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top management and the stakeholders, to review the activities of the institution?

Through regular Departmental meets and if needs be summoning the meeting of the Academic Council. Feedback Mechanism from students regarding teachers and non-teaching staff including Library and Departmental Staff help to a great extent in this regard.

6.2.6 How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?

The institutional Head generally attributes function or carrying out of a job in consonance with the Head clerk to select a person best likely to achieve the goal. The Administrative staffs usually help the principal in obtaining the optimum use of the faculty in hand.

6.2.7 Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.

- To go for NAAC Accreditation
 - To prepare Development Programme for the College
 - To upgrade the Principal Chamber
 - To provide potable water facility to Staff & Students
 - To provide alternate Power solution
 - To standardise Electrical wiring system
 - To provide additional amenities to students specially Girls
- Most of these have been implemented or are in advance stage of completion.

6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If 'yes', what are the efforts made by the institution in obtaining autonomy?

No

6.2.9 How does the Institution ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyze the nature of grievances for promoting better stakeholder relationship?

After every 15 days the post bag installed in the Girls/Boys Common Room are opened. Most of the cases are dealt with by the members of the Grievances Cell available in the college. In stray cases, the matter is either taken up with or forwarded to the Principal who takes immediate action to resolve the crisis at hand.

6.2.10 During the last four years, had there been any instances of court cases filed by and against the institute ? Provide details on the issues and decisions of the courts on these?

Nil

6.2.11 Does the Institution have a mechanism for analyzing student feedback on institutional performance? If 'yes' what was the outcome and response of the institution to such an effort?

Yes, the College in general and the principal in particular is able to access the capability of each individual and allots work as per his/her capability.

6.3 Faculty Empowerment Strategies

6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non teaching staff?

Since most of the teaching staffs of the college are pretty senior having teaching experience of more than 30-35 years, they have sufficient expertise in their subject areas. In spite of this the institution promotes their professional development by giving them opportunities to participate in seminars, conferences and workshops. Similar is the case with the nonteaching employees of the college

6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?

The Principal and IQAC continuously motivate teaching and non-teaching staff members to update their knowledge through use of internet and participating in different programme organised by other institutions of their interest. With this in mind a 15 days training programme for Non-teaching Staff was organised in the College. A part from this the teachers are encouraged to attend Seminar, Workshops and Conferences.

6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.

Manly through Performa given to obtain students feedback of teachers. The teachers in general also fill their appraisal report to the Departmental council/ IQAC/Principal. This helps the Principal to a great extant to judge the sincerity, regularity and efficiency of each individual teacher.

6.3.4 What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?

On the basis of the above corrective measures are suggested to each individual teacher and means are suggested to improve his performance. Others methods like Guest Lectures are organised and all concerned stakeholder are informed about it.

6.3.5 What are the welfare schemes available for teaching and non teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?

Since this is a constituent college of L. N. Mithila University, the welfare scheme for teachers and non-teacher are available at university level a apart from customary Casual leave, Earned leave, Maternity leave, Medical leave for the Staff members. Apart this the teachers and non-teaching staff are provided with Special Casual Leave for participation in Union body meets.

6.3.6. What are the measures taken by the Institution for attracting and retaining eminent faculty?

As per the University Act and Statute, the institution does not have any say in this. However, we invite eminent scholars from nearby universities for special lectures.

6.4 Financial Management and Resource Mobilization

6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?

For effective and efficient use of available financial resources there is college development cum building committee. The committee consists of following seven members:

1. Principal- President
2. University Representative nominated by VC of affiliating University
3. Technical Member- University Engineer nominated by VC
4. One Senior most teachers of the college from Arts faculty
5. One Senior most teachers of the college from Science faculty
6. Bursar of the college
7. Development in charge nominated by Principal

All the decisions regarding the utilization of financial resources are taken by this committee and these are implemented by the Principal or authorised person nominated by the committee.

6.4.2 What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.

Internal audits are done by Chartered Accountants appointed by the parent University. Audits of the college account up to Financial Year 2011-2012 has been completed. For audits on University Grants Commission Accounts the services of a Chartered Accountant is utilised

6.4.3 What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with Institutions, if any.

Major sources of institutional receipts/funding are

- fee collection from students
- grants from University Grants Commission
- State Government
- RUSA

6.4.4 Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).

The institution is forever on the lookout for Funds. It is also successful in obtaining the same from the local MLA, MP, MLC and other affluent members/institutions of the area.

- Statue of Honble Uma Pandey – donation received from members of College fraternity
-

6.5 Internal Quality Assurance System (IQAS)

6.5.1 Internal Quality Assurance Cell (IQAC)

a. Has the institution established an Internal Quality Assurance Cell (IQAC)? .6
If 'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?

Yes.

Designation	Name/Post	Address
Chairperson	Principal	
External Members- Academic	Principal, RNAR College	
External Members- People Rep.	Sri Ramchandra Paswan	MP, Samastipur

External Members- Fin. Instn.		
Internal Members –Sr. Most Prof.	Dr Aruna Kumari	Sociology
Internal Members - Bursar	Dr Pramod Kumar Paswan	Bursar
Internal Members – NAAC Cord.	Dr Neelam Kumari	Chemistry
Internal Members – IQAC Cord.	Dr Sunil Kumar Sharma	Physics

By Improving/Enriching

- Teaching learning process
- Laboratory facility
- Library facility
- Sports facility
- NSS facility

b. How many decisions of the IQAC have been approved by the management / authorities for implementation and how many of them were actually implemented?

Most of the recommendations of the IQAC have been implemented and the rest pending due to financial crunch.

c. Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.

Yes,

- Sri Ramchandra Paswan MP Two malty purpose Halls
- Smt Ashmedh Devi Ex- MLA Rs 5 Lakhs*
- Sri Hari Narayan Choudhary MLC Rs 2 Lakh*

*(The two donations were used for construction of two Halls)

d. How do students and alumni contribute to the effective functioning of the IQAC?

Not yet found but in active consideration.

e. How does the IQAC communicate and engage staff from different constituents of the institution?

In quarterly meetings held between the IQAC and the Departmental Council.

6.5.2 Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If 'yes', give details on its operationalisation.

The institution has opted for a three tier system comprising of the Stake holders, the IQAC and the Planning body, who collect suggestion & inferences from the learners and various

committees through participatory interactions. Based on these the IQAC Coordinator prepares comprehensive plans which are taken up in the annual IQAC meetings.

6.5.3 Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If 'yes', give details enumerating its impact.

The College provide the following amenities to its inmates for the effective implementation of quality assurance

- * motivating teachers to partake participation in Seminars/ Workshop/refresher Courses
- * by providing guest Lectures on topics of general concern- Environment /general sensitization / women empowerment etc

6.5.4 Does the institution undertake Academic Audit or other external review of the academic provisions? If 'yes', how are the outcomes used to improve the institutional activities?

We have yet to develop a are yet to develop a mechanism for academic Audit as the College is only is in the first phase of accreditation.

6.5.5 How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?

The Institution is under the purview of its parent University, L N Mithila University and abides by and implements the rules and the guidelines laid down by it

6.5.6 What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?

Before the commencement of each academic calendar year a meeting of the teaching fraternity is held the students appraisal report of the previous year are discussed thread bare and suggestions accumulated to plan for the coming year. Teacher's proposal for the use of LCD, DVD, and overhead Projector are in various stages of implementation.

6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?

Through

- Print media.
- Website
- Prospectus

CRITERION-VII : Innovations and Best Practices

7.1 Environment Consciousness

7.1.1 Does the institute conduct a Green Audit of its campus and facilities?

The campus till date has no such formal facility for Green Audit but a mere visit to the College and the greenery in and around speaks volumes of our consciousness towards nature. Every year the volunteers of NSS plant several tree samplings within the campus and special attention is laid on keeping the campus clean – Clean & Green.

7.1.2 What are the initiatives taken by the College to make the campus eco-friendly?

- Polythene and Tobacco free zone
- Energy conservation through Solar Energy Management
- Conservation of water/ Water management
- Tree plantation
- Vermi-compost unit
- Bio-waste compost unit
- Hazardous waste management
- Development of a Garden full of Medicinal Plants

7.2 Innovations

7.2.1 Give details of innovations introduced during the last four years which have created a positive impact on the functioning of the college.

- Zero balance account for student in Punjab National Bank, College Campus Branch, Pusa
- Strengthening of Library & to keep students updated regarding books available in the Library with reprographic facility and a Suggestion Box for improvement if any for students.
- Computer Cell –for training for all staff working inside the college and for students to avail of this facility for internet exploration.

7.3 Best Practices

7.3.1 Elaborate on any two best practices in the given format at page no. 98, which have contributed to the achievement of the Institutional Objectives and/or contributed to the Quality improvement of the core activities of the college

1. Title of the Practice: Providing Eco-friendly Atmosphere

2. Goal: To keep the student and inmate's conscious regarding the environment

3. The Context : The college is situated miles away from the district head quarter Samastipur and even at a greater distance from its parent university (L N Mithila University, Kameshwarnagar, Darbhanga and is getting fast surrounded by a

concrete jungle. The premises with a pond imbibed within urged us to take a project for water harvesting and maintenance of eco-friendly atmosphere within the campus.

4. The Practice: The project with a mission was adopted about 10 years back and its impact can be seen and felt as soon as you enter the college. All the inmates of the college are involved in the process under the aegis of NCC and NSS and plantation done at regular intervals every year during the monsoon season to provide a green outlook the college. It is because of this that people of the vicinity are seen treading within the college campus early in the morning to enjoy a fresh and cool atmosphere during their morning walk. The effort has been appreciated and of late the Block Administration has helped us to a great extent in this regard.

The pond also has helped us in water resource management. All the water accumulated in and around the campus through a drainage system is accumulated in the pond which is used for sustaining greenery within the campus.

5. Evidence of Success: The green outlook within the campus.

1. Problems Encountered and Resources Required:

The pond as its stand was the washing and grazing ground for the cattle belonging to the people of the nearby area. The college faced much difficulty in persuading the people and at times Block level administration even had to be summoned to achieve this goal. The pond even today is used by the nearby people as an alternative source of water for mundane use.

Best Practices – 2

- 1. Title of the Practice:** Motivating Teachers/Students to take up Research.
- 2. Goal:** Career Enhancement.
- 3. The Context:** Being an under graduate college the Teachers and Students paid little attention towards Research. However Research has gained great importance in the present era. UGC and RUSA provide ample Assistance (monetary support) and Opportunity (leave) for the purpose. The College thus decided to encourage its inmates specially teachers to take up Research Work as a challenge. This apart from bringing in monetary assistance also changed the outlook of the teacher and his attitude towards the students. Many teachers thus opted for Research in the form of UGC sponsored MRP and also resulted in converting Teachers into Supervisors as well.
- 4. The Practice:** With this in view a Research Committee comprising of the IQAC Coordinator, the Bursar, the Senior most faculty Member of the College, a Member from Science faculty and a Member of Arts faculty with the principal as chair person was formed. It was the prime duty of this committee to help and encourage teachers to go in for UGC sponsored Minor Research Project. Meeting of the above committee is held regularly and the proceeds taken up the Principal. This has resulted in Dr Neelam Kumari opting for MRP. Apart

from this many teachers have several scholars registered under their guidance. It was because of this that special Research Labs had to be created and sanctioned in a few practical subjects.

5. Evidence of Success: We have on date two Research Labs one in Botany and the other in Home Science. Dr. Surendra Prasad Singh has five Research Scholars registered under him; Dr Aruna Kumari one are currently engaged in active Research.

6. Problems :

- Lack of proper infrastructure
- Attitude of teachers who are well past their prime

77. Contact Details

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