

PREFACE

Annada College, Hazaribag is the only NAAC accredited permanently affiliated linguistic (Bengali) minority college of Jharkhand. The college was established on September 04, 1979 on the occasion of the centenary celebration of establishment of Annada High School, Hazaribag. The Managing Committee comprises eminent Bengalees of the region. Four more educational institutions are run by this Committee. These are:

1. Annada High School, Hazaribag (Established in 1838)
2. Yadunath Girls' Middle School, Hazaribag (Established in 1873)
3. Annada Shishu Vidyalaya, Hazaribag (Established in 1878)
4. Yadunath Girls' High School, Hazaribag (Established in 1956)

The motto and vision of the founders of the college was to spread and disseminate the light of knowledge in every nook and corner of the world. The mission of the college is to preserve and promote language, literature and culture. It also aims to impart a liberal, modern, sound and quality education to the poor and downtrodden students at an affordable cost, especially to the tribal from the poorest strata of the society and most rural background, in frontier areas of modern education, apart from the fundamental stream. This self financed college got permanent affiliation in the academic session 1991 – 1992 and recognition by the UGC under 2(f) and 12-B in the year 1993.

The college is affiliated to Vinoba Bhave University, Hazaribag which is relatively a new University (Established in 1992).

The College campus is located in an area of 05.63 acres in the heart of the town of Hazaribag which happens to be the District Headquarter. Like any other town of Jharkhand, it is not a very developed area. The nearest railway station is at a distance of about 59 kms. The only means of transportation and travel is private transport service. The State Govt. buses ply but rarely. The electric supply is very poor. The use of computers and other electrical gadgets are adversely affected because of this.

Most of the students of this college come from the surrounding villages which are Naxal affected. The frequent Bandh calls adversely affect the presence of the students in the college which leads to the disruption of academic and co-curricular activities. The town area, however, is least affected by Bandh calls and Naxalism. The National Highways leading to Hazaribag are more or less safe if there is no Bandh Call.

The red tapism at different levels (need not to be mentioned) makes it a Herculean task for us to introduce new courses. Even then, the college has introduced 06 new courses (03 Vocational Degree Courses and 03 Add-on Courses). Unfortunately, the low paying capacity of the students prevents them from joining these courses. Since it is a self financed college which is merely surviving on its meager source of revenue, nothing much can be done in this regard.

The college reaps the advantage of being situated in the district headquarter. It has a consistent in flow of students. It is the first affiliated college of the region to get registered under sections 2(f) and 12-B of UGC. It is also the first affiliated college to seek accreditation from NAAC. Unfortunately, the college could not exploit the things to its benefit properly. It tried to follow the recommendations of the NAAC Peer Team but the financial constraints and the mind-set of *saying-no-to-change* affected the speed of progress. There is no significant enhancement of fees in the last 05 years. But the salary of the staff has increased manifolds. The additional revenue was generated by introducing 03 Vocational Degree Courses and 03 Add-On Courses. We also got some lump sum grants from the Govt. in this regard. In the year 2005, the Number of Students was only 3168 but now it is 5862 almost double but the number of staff are more or less same. The number of books in the library increased from 18000 to almost 30000. The number of computers has increased decently. Internet facility has been provided. The use of ICT is promoted. Almost all the classrooms are equipped with OHPs. The research work and faculty improvement programmes improved considerably, The Total Built Up area is almost doubled. The automation of the library has been initiated.. The co-curricular and extra-curricular activities are promoted and placements and other activities are introduced..

There are deficiencies too. But the brightest part of the college is its relation with the stakeholders. The students and their parents are very co-operative. They understand the problems of the college management and hardly make a demand for even the bare minimum facilities!

HISTORY AND LOCATION

Hazaribag is the divisional headquarters of North Chhotanagpur division of Jharkhand. It is famous for Hazaribag National Park (17 km from city).

Etymologically, the word Hazaribag is made of two words, *hazar* meaning 'thousand', and *bagh* meaning 'tiger'. Hence the literal meaning of Hazaribag is 'City of thousand tigers'. However with the reduced population of tigers, the name was changed to Hazaribag (the city of a thousand gardens).

In very early times the district was covered with inaccessible forests. The town became a cantonment in 1790. It became a district headquarter in 1834. The cantonment flourished till 1884. This resulted in a planned old city. Hazaribag Central Jail housed many leaders of the Indian freedom movement. A small but effective Bengali community settled at Hazaribag in the nineteenth century. The small community contributed considerably towards the development of the place. Ray Bahadur Jadunath Mukhopadhyay (Mukherjee) one of early settlers is much talked about. He helped in setting up the first girls' school in the town. Those were the days when people thought that by educating their daughters they were paving the way for their widowhood. Around 1920, the new school building was built. This started the trend. Annada College, Hazaribag is a link in that chain.

Hazaribag has the 2nd highest coal reserve in Jharkhand (1st is Dhanbad region) and is still largely intact. Recently there has been a spurt in the coalmining activities in the region by Central Coalfields, a subsidiary of Coal India Limited. Work is currently going on for the development of NTPC's 3000MW Super Thermal Power Project. A major NTPC township is also coming up about 10 kms from city. Many Steel Plants and other industries are also envisioned due to its proximity to coal, water and power. Damodar Valley Corporation has a number of offices in Hazaribag.

Till now Hazaribag does not have a railway connection (due to its forested and hilly terrain and partly due to Naxal problem).

How to reach Hazaribag?

By Air The nearest airport, Ranchi (Capital Jharkhand) (91 km) is connected with New Delhi, Mumbai, Kolkata, Patna, Lucknow etc. by regular Indian Airlines service and many other private airlines.

By Rail The nearest railway station is Koderma which is 59 km away, situated on the New Delhi Howarah Grand Cord Line. All major trains including Rajdhanis stop here. Railways provide regular bus service from Hazaribag Road Station to Hazaribag.

By Road Hazaribag is situated on NH 33 (life line of Jharkhand). It is connected by road to Ranchi 91 km, Dhanbad 128 km(via NH 2), Bokaro 116 km(Via Ramgarh), Gaya 130 km, Patna 235 km, Daltonganj 198 km, Kolkata (via Govindapur-Asansol-Burdawan) 410 km. Regular bus service connects all these places.

Part I Institutional Data

A) Profile of the College

1. Name and address of the college:

Name	:	ANNADA COLLEGE
Address	:	POST BOX NO. 10, HAZARIBAG
City: Hazaribag	District: Hazaribag	State: Jharkhand
Pin code: 825301		
Website: www.annadacollege.com		

2. For communication:

Office

Name	Area/ STD code	Tel. No.	Fax No.	E-mail
Principal Om Prakash Sharma	06546	267004	270390	annadacollege@gmail.com
Prof-in-Charge D. N. Singh	06546	267004	270390	annadacollege@gmail.com
Steering Committee Coordinator R.P.Sinha	06546	267004	270390	rpsinha7@gmail.com

Residence

Name	Area/ STD code	Tel. No.	Mobile No.
Principal Om Prakash Sharma	06546	262897	9431140382
Prof-in-Charge D. N. Singh	06546	251115	9934148767
Steering Committee Coordinator R.P.Sinha	06546	226660	9431140966

3. Type of Institution:

- a. By management
- i. Affiliated College **Yes**
ii. Constituent College
- b. By funding
- i. Government
ii. Grant-in-aid
iii. Self-financed **Self Financed**
iv. Any other **Partially Aided.**
Annual lump sum grant by the State Govt.
- c. By Gender
- i. For Men
ii. For Women
iii. Co-education **Co Education**

4. Is it a recognized minority institution? **Yes**

If yes specify the minority status (Religious/linguistic/ any other)

(Provide the necessary supporting documents)

The college is a **Bengali Linguistic Minority** college. (Annex.1 Enclosed. Page No142)

5. a) Date of establishment of the college:

Date	Month	Year
04	09	1979

b) University to which the college is affiliated (If it is an affiliated college)

or which governs the college (If it is an constituent college)

Vinoba Bhave University, Hazaribag

6. Date of UGC recognition:

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks (If any)
i. 2 (f)	18-10-93	
ii. 12 -B	18-10-93	

(Enclose Certificate of recognition u/s 2(f) & 12 (B) of the UGC Act):

Annex. II Enclosed Page No 143

7. Does the University Act provide for autonomy of Affiliated/ Constituent Colleges? **No**
If yes, has the college applied for autonomy? **Not Applicable**

8. Campus area in acres/sq.mts: **05.63 acres**

9. Location of the college: (based on Govt. of India census)

- Urban **Urban**
Semi-urban
Rural
Tribal
Hilly area
Any other (specify)

The students, however, are mostly from rural background.

10. Details of programmes offered by the institution: (Give last year's data) **2009 – 10**

	Programme Level	Name of the Programme/ Course	Duration	Entry Qualification	Medium of instruction	Sanctioned Student Strength	Number of students admitted
i)	Under-graduate	BA General	3 yrs	33% at Plus Two level	Hindi, English, Bengali, Urdu	-----	117
		BA Honours	3 yrs	45% at Plus Two level	Hindi, English, Bengali, Urdu	-----	3088
		B.Sc. General	3 yrs	33% at Plus Two level	Hindi, English, Bengali, Urdu	-----	09
		B.Sc. Honours	3 yrs	45% at Plus Two level	Hindi, English, Bengali, Urdu	-----	839
		B.Com. General	3 yrs	33% at Plus Two level	Hindi, English, Bengali, Urdu	-----	132
		B.Com. Honours	3 yrs	45% at Plus Two level	Hindi, English, Bengali, Urdu	-----	1568
		BA/B.Com B.Sc.(H) Comp. Application	3 yrs	45% at Plus Two level	Hindi, English,	40	40
		B.Com(H) BBA	3 yrs	45% at Plus Two level	Hindi, English,	40	40
		B.Sc.(H) Biotech	3 yrs	45% at Plus Two level	Hindi, English,	40	29
v)	Certificate course	Comp Application	1 yr	Student of UG	Hindi, English,	50	22
		Information Technology	1 yr	Student of UG	Hindi, English,	50	47
		Functional English	1 yr	Student of UG	English	50	-----

11. List the departments:

Science
Departments: Physics, Chemistry, Mathematics, Botany, Zoology
Arts (Language and Social sciences included)
History, Economics, Political Science, Sociology, Philosophy, Hindi, English, Urdu, Sanskrit, Mathematics,
Commerce
Departments: All Groups as approved by the university
Vocational Courses:
Departments: BA / B.Sc. / B.Com. (H) in Computer Applications, B. Sc. (H) in Biotechnology, Bachelor of Business Administration
Add-on Courses: Computer Applications, Information Technology, Functional English

12. Unit Cost of Education **2009 - 10**

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

- (a) including the salary component = **Rs.5372/-**
(b) excluding the salary component = **Rs. 682/-**

B) Criterion-wise Inputs

Criterion I: Curricular Aspects

1. Does the College have a stated

Vision? **YES**

Mission? **YES**

Objectives? **YES**

2. Does the college offer self-financed Programmes?

Yes

If yes, how many?

12

The college is a partially aided institution. It receives an annual lump sum grant from the State Govt.

Fee charged for each programme (include Certificate , Diploma, Add-on courses etc.)

Sl.No	Programme (B.sc., B.Com. etc.)	Fee charged in Rs.
1.	BA (G)	40/- monthly
2.	BA(H)	45/- monthly
3.	B. Sc. (G)	40/- monthly
4.	B. Sc. (H)	45/- monthly
5.	B. Com. (G)	40/- monthly
6.	B Com (H)	45/- monthly
7.	BA/BSc/B Com (H) Computer Applications	20,000/- Per Annum
8.	B. Sc. (H) Biotechnology	20,000/- Per Annum
9.	B. Com. (H) BBA	20,000/- Per Annum
10.	Certificate in Computer Applications	5,000/- Per Annum
11.	Certificate in Information Technology	5,000/- Per Annum
12.	Certificate in Functional English	3,000/- Per Annum

3. Number of Programmes offered under

a. annual system

12

b. semester system

12

Internal Arrangement by the College

c. trimester system

None

The college has devised its own semester system for continuous assessment of the students.

4. Programmes with

a. choice based credit system

None

b. Inter/multidisciplinary approach

Yes	Yes	No		Number	05
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c. Any other, specify

Yes		No		Number	
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5. Are there Programmes where assessment of teachers by students is practiced?

Yes	Yes	No		Number	12
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6. Are there Programmes taught only by visiting faculty?

No	No	Number	Nil
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7. New programmes introduced during the last five years

UG

Yes	Yes	No		Number	03
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Others (specify) **Add-on Courses**

Yes	Yes	No		Number	03
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8. How long does it take for the institution to introduce a new programme within the existing system?

SEVERAL YEARS

9. Does the institution develop and deploy action plans for effective implementation of the curriculum?

Yes

10. Was there major syllabus revision during the last five years? If yes, indicate the number.

Yes		No	No	Number	Nil
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11. Is there a provision for Project work etc. in the programme? If yes, indicate the number.

Yes	Yes	No		Number	06
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12. Is there any mechanism to obtain feedback on curricular aspects from

a. Academic Peers?

Yes

b. Alumni?

Yes

c. Students?

Yes

d. Employers?

Yes

e. Any other?

Yes

Criterion II: Teaching-Learning and Evaluation

1. How are students selected for admission to various courses?

a) Through an entrance test developed by the institution **YES**

b) Common entrance test conducted by the University/Government **NO**

c) Through interview **YES**

d) Entrance test and interview **YES**

e) Merit at the previous qualifying examination **YES**

f) Any other (specify) Different methods are followed for different courses.

2. Highest and Lowest percentage of marks at the qualifying examination considered for admission during the previous academic year

Programmes (UG and PG)	Open category		SC/ST category		Any other (specify)	
	Highest (%)	Lowest (%)	Highest (%)	Lowest (%)	Highest (%)	Lowest (%)
BA (G)	-	33	-	33		
BA (H)	-	45	-	45		
B. Sc. (G)	-	33	-	33		
B. Sc. (H)	-	45	-	45		
B.Com.(G)	-	33	-	33		
B.Com.(H)	-	45	-	45		
BA/BSc/B Com (H) Comp Application	-	45	-	45		
B Sc (H) Biotech	-	45	-	45		
B Com (H) BBA	-	45	-	45		
Certificate in Computer Application	-	33	-	33		
Certificate in Information Technology	-	33	-	33		
Certificate in Functional English	-	33	-	33		

3. Number of working days during the last academic year **265**

4. Number of teaching days during the last academic year **208**

5. Number of positions sanctioned and filled Sanctioned/ Filled

Teaching	54	49
Non-teaching	43	52
Technical	09	07

6. a. Number of regular and permanent teachers (gender-wise)

Professors	M		F	
Readers	M	1	F	
Sr. Grade lecturers	M		F	
Lecturers	M	32	F	4

b. Number of temporary teachers (gender-wise)

Lecturers – Full- time	M		F	
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Lecturers – Part-time	M	3	F	
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Lecturers (Management appointees) - Full time	M	8	F	4
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Lecturers (Management appointees) - Part time	M		F	
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Any other	M		F	
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Total	M		F	
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c. Number of teachers

From the same State	42
From other States	07

* M – Male F – Female

7. a. Number of qualified/ permanent teachers and their percentage to the total number of faculty

Number	%
37	75%

b. Teacher: student ratio

1 : 120

- c. Number of teachers with Ph.D. as the highest qualification and their percentage to the total faculty strength

33	67%
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- d. Number of teachers with M. Phil as the highest qualification and their percentage to the total faculty strength

01	0.5%
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- e. Percentage of the teachers who have completed UGC, NET and SLET exams

02

- f. Percentage of the faculty who have served as resource persons in Workshop/ Seminars/ Conferences during the last five years

10

g. Number of faculty development programmes availed by teachers (last five years)

	1	2	3	4	5
UGC/ FIP programme	0	0	0	0	0
Refresher:	0	0	4	16	0
Orientation:	0	0	6	6	0
Any other (specify)	0	0	0	0	0

h. Number of faculty development programmes organized by the college during the last five years

	1	2	3	4	5
Seminars/ workshops/symposia on curricular development, teaching- learning, assessment, etc.	0	0	0	0	0
Research management	0	0	0	0	0
Invited/endowment lectures	0	0	0	0	0
Any other (specify)	0	0	0	0	0

8. Number and percentage of the courses where predominantly the lecture method is practiced

	Number	%
	06	50%

9. Does the college have the tutor-ward system? **No**

If yes, how many students are under the care of a teacher?

Nil

10. Are remedial programmes offered?

Yes	Yes	Number	02
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11. Are bridge courses offered?

No

12.	Are there Courses with ICT-enabled teaching-learning processes?	Yes	Yes	No		Number	06
13.	Is there a mechanism for:						
	a. Self appraisal of faculty ?						No
	b. Student assessment of faculty performance?						Yes
	c. Expert /Peer assessment of faculty performance?						No
14.	Do the faculty members perform additional administrative work? If yes, the average number of hours spent by the faculty per week						Yes
							01 hrs

Criterion III: Research, Consultancy and Extension

1.	How many teaching faculty are actively involved in research? (Guiding student research, managing research projects etc.,)			Number	% of total
				10	20
2.	Research collaborations				
	a) National			No	
	If yes, how many?			Nil	
	b) International			No	
	If yes, how many?			Nil	
3.	Is the faculty involved in consultancy work?			YES	
	If yes, consultancy earnings/ year (average of last two years maybe given)			-	
4.	a. Do the teachers have ongoing/ completed research projects?			No	
	If yes, how many? going		On	01	
			Completed	-	

b. Provide the following details about the ongoing research projects

Major projects	Yes		No		Number		Agency		Amt.	
Minor projects	Yes		No		Number		Agency		Amt.	
College Projects	Yes		No		Number		Amount			
Industry sponsored	Yes		No		Number		Industry		Amt.	
Any other										

5. Research publications:

International journals	Yes	Yes	No		Number	-
National journals – refereed papers	Yes	Yes	No		Number	62
College journal	Yes		No		Number	
Books	Yes	Yes	No		Number	10
Abstracts	Yes		No		Number	
Any other (specify)	Yes		No		Number	
Awards, recognition, patents etc. if any (specify)						

6. Has the faculty

a) Participated in Conferences/ Seminars? **Yes** Number **19**

b) Presented research papers in Conferences? **Yes** Number **02**

7. Number of extension activities organized in collaboration with other agencies/NGOs (such as Rotary/Lions Club) (average of last two years) **05**

8. Number of regular extension programmes organized by NSS and NCC (average of last two years)

NSS	NCC
Dysfunctional	10

9. Number of NCC Cadets/units

M	157	F	03	Units	01
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10. Number of NSS Volunteers/units

M		F		Units	01
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Criterion IV: Infrastructure and Learning Resources

1. (a) Campus area in acres

05.63

(b) Built up area in Sq. Meters

5394

(*1 sq.ft. = 0.093 sq.mt)

2. Working hours of the Library

(a) On working days

07 am-03pm

(b) On holidays

Nil

(c) On Examination days

8 am-2.30pm

3. Average number of faculty visiting the library/day (average for the last two years)

12

4. Average number of students visiting the library/day (average for the last two years)

350

5. Number of journals subscribed to the institution

03

6. Does the library have the open access system?

No

7. Total collection (Number) **29148**

Titles	Volumes

- a. Books
- b. Textbooks
- c. Reference books
- d. Magazines
- e. Current journals

Indian journals

20

Foreign journals

10

- f. Peer- reviewed journals
- g. Back volumes of journals
- h. E-resources

CDs/ DVDs

25

Databases

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Online journals

--

Audio- Visual resources

50

- i. Special collections (numbers)

Repository

(World Bank , OECD, UNESCO etc.)

Interlibrary borrowing facility

Materials acquired under special schemes
(UGC, DST etc.)

Materials for Competitive examinations
including Employment news, Yojana etc.

Book Bank

Braille materials

Manuscripts

Any other (specify)

Yes	No	No.		
Yes				
Yes				
Yes				

- 8 Number of books/journals / periodicals added during the last two years and their total cost

	The year before last		Last Year(2009 – 10)	
	Number	Total Cost (Rs.)	Number	Total Cost (Rs.)
Text books	1040	243978/-	1107	250622/-
Reference Books				
Other books				
Journals/Periodicals				
Encyclopedia				
Any other(specify)				

9. Mention the

Total carpet area of the Central Library (in sq. ft)

1700

Number of departmental libraries

Nil

Average carpet area of the departmental libraries

-

Seating capacity of the Central Library (Reading room)

70

10. Status of Automation of the Library

not initiated

fully automated

partially automated

**Automation
initiated recently**

11. Percentage of library budget in relation to the total budget

0.80%

12. Services/facilities available in the library (If yes, tick in the box)
- | | |
|--|--------------------------|
| Circulation | <input type="checkbox"/> |
| Clipping | Yes |
| Bibliographic compilation | <input type="checkbox"/> |
| Reference | Yes |
| Reprography | <input type="checkbox"/> |
| Computer and Printing | Yes |
| Internet | Yes |
| Inter-library loan | <input type="checkbox"/> |
| Power back up | Yes |
| Information display and notification | <input type="text"/> |
| User orientation /information literacy | <input type="text"/> |
| Any other (specify) | |
13. Average number of books issued/returned per day
14. Ratio of library books to the number of students enrolled
15. Computer Facilities
- | | |
|--|---|
| Number of computers in the college | <input type="text" value="54"/> |
| Number of Departments with computer facilities | <input type="text" value="02"/> |
| Central computer facility (Number of terminals) | <input type="text" value="50"/> |
| Budget allocated for purchase of computers during the last academic year | <input type="text" value="2,50,000/-"/> |
| Amount spent on maintenance and upgrading of computer facilities during the last academic year | <input type="text" value="36008/-"/> |

Internet Facility, Connectivity

Dialup	Broadband	Others (Specify)
	Broadband	

Number of nodes/ computers with Internet facility

54

16. Is there a Workshop/Instrumentation Centre?

Yes		No	No	Available from the year	
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17. Is there a Health Centre?

Yes		No	No	Available from the year	
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18. Is there Residential accommodation for Faculty ?

No

Non-teaching staff ?

No

19. Are there student Hostels?

No

If yes, number of students residing in hostels

NA

Male

Yes		No		Number	
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Female

Yes		No		Number	
-----	--	----	--	--------	--

20. Is there a provision for

a) Sports fields

Yes

b) Gymnasium

No

- c) Womens' rest rooms **Yes**
- d) Transport **No**
- e) Canteen/Cafeteria **Yes**
- f) Students centre **Yes**
- g) Vehicle parking facility **Yes**

Criterion V: Student Support and Progression

1. a Student strength **2008 – 09 Total 4837**

(Provide information in the following format, for the past two years)

Student Enrolment	UG			Diploma / Certificate			Self-Funded		
	M	F	T	M	F	T	M	F	T
Number of students from the same State where the college is located	3635	1090	4725	-	-		3635	1090	4725
Number of students from other States	107	05	112	-	-	-	107	05	112
Number of NRI students	-	-	-	-	-	-	-	-	-
Number of foreign students	-	-	-	-	-	-	-	-	-

Student strength 2009 - 10 Total 5862

Student Enrolment	UG			Diploma / Certificate			Self-Funded		
	M	F	T	M	F	T	M	F	T
Number of students from the same State where the college is located	4489	1215	5704	51	18	69	4540	1233	5773
Number of students from other States	149	09	158	-	-	-	149	09	158
Number of NRI students	-	-	-	-	-	-	-	-	-
Number of foreign students	-	-	-	-	-	-	-	-	-

M – Men, F- Female, T-Total

b. Dropout rate in UG and PG (average for the last two batches)

	Number	%
UG	33	3%
PG		

2. Financial support for students: (last Year)

Number	Amount
250	54350/-

Scholarship by State Govt.

597	4,56,705/-
	-

(Specify)

3. Does the college obtain feedback from students on their campus experience?

Yes

4. Major cultural events (data for last year)

Events	Organized			Participated		
	Yes	No	Number	Yes	No	Number
Inter-collegiate	-	No	-	Yes		07
Inter-university	-	No	-	Yes		02
National				Yes		01
NCC	Many cadets have represented the state at the National level in camps like Thal Sainik Camp / National and International Shooting Competitions/ IMA Attachment Camp, etc.					
Sports	The students have participated in Inter-collegiate / Inter-university sports events					

5. Examination Results (data of last five year)

Results	UG				
	1 2005	2 2006	3 2007	4 2008	5 2009
Pass Percentage	68	71	82	87	91
Number of first classes	97	132	168	237	282
Number of distinctions(Record will be maintained in the future)	-	-	-	-	-
Ranks (if any) (Record will be maintained in the future)	-	-	-	-	-

(* Add more columns if not adequate)

6. Number of overseas programmes on campus and income earned:

Number	Amount	Agency
NONE		

7. Number of students who have passed the following examinations during the last five years

NET				
SLET				
CAT				
TOEFL				
GRE				
GMAT				
Civil services (IAS / IPS/IFS)				
Defence Entrance				
Other services				
Any other (specify)	Data not Available			

8. Is there a Student Counselling Centre? **No**

The students are counseled but there is no formal Student Counselling Centre.

9. Is there a Grievance Redressal Cell? **No**

10. Does the college have an Alumni Association?

Yes	Formed in the year	2008

11.	Does the college have a Parent-teachers Association?	Yes		No	No	Formed in the year	
	But Parents – Teachers Meet take place regularly.						

Criterion VI: Governance and Leadership

1. Has the institution appointed a permanent Principal? Yes

If Yes, denote the qualifications Ph.D.

If No, for how long has the position been vacant? NA

2. Number of professional development programmes held for the Non-teaching staff (last two years) 02 02

3. Financial resources of the college (approximate amount) – Last year's data

Grant-in-aid	
Fee from aided courses	
Donation	
Fee from Self-funded courses	25878501/-
UGC/Govt Grant/NAAC	52,45,200/-

4. Statement of Expenditure (for last two years)

Item	Before last	last year
% spent on the salaries of faculty	55.6	56
% spent on the salaries of non-teaching employees including contractual workers	31.5	32
% spent on books and journals	0.25	0.20
% spent on Building development	-	1.6
% spent on hostels, and other student amenities	0.92	1.2
% spent on maintenance - electricity, water, telephones, infrastructure	1.5	2.7
% spent on academic activities of departments - laboratories, green house, animal house, field trips etc.	0.20	3.6
.% spent on research, seminars, etc.	0.05	-----
% spent on miscellaneous expenditure	1.5	0.02

Note: The institution may provide the details regarding the above table as per the heads of accounts being maintained. However, care may be taken to cover the above item.

5. Dates of meetings of Academic and Administrative Bodies during the last two years:

Governing Body

Internal Admn. Bodies (mention only three most important bodies)

Any other (specify)

	Last year 2009 - 10	Year before last 2008 - 09
Governing Body	24/05/2009 16/06/2009 06/08/2009	27/07/2008 02/09/2008 07/09/2008 17/09/2008
Internal Admn. Bodies (mention only three most important bodies)	No record has been maintained in this regard.	No record has been maintained in this regard.
Any other (specify)		

6. Are there Welfare Schemes for the academic community?

Yes

Any other (specify)

Group Insurance/CPF/Insurance for Election Duty/Advance Salary/Loan/ assistance for medical emergency,etc.

7. Are there ICT supported / Computerised units/processes/activities for the following?

a) Administrative section/ Office

Yes

b) Finance Unit

Yes

c) Student Admissions

No

- d) Placements **No**
- e) Aptitude Testing **No**
- f) Examinations **No**
- g) Student Records **No**

Criterion VII: Innovative Practices

1. Has the institution established Internal Quality Assurance Mechanisms?

Yes

2. Do students participate in the Quality Enhancement initiatives of the Institution?

Yes

3. What is the percentage of the following student categories in the institution?

- a. SC
- b. ST
- c. OBC
- d. Women
- e. Differently-abled
- f. Rural
- h. Tribal
- i. Any other (specify)

11
05
14
21
0.34
70
05

4. What is the percentage of the following category of staff?

	Category	Teaching staff	%	Non-teaching staff	%
a	SC	Nil		05	
b	ST	Nil		Nil	
c	OBC	07	10	21	
d	Women	04	08	01	
e	Physically-challenged	01	0.2%	Nil	
f	General Category	42	90	35	
g	Any other (specify)				

5. What is the percentage incremental academic growth of the following category of students for the last two batches?

	Category	At Admission		On completion of the course	
		Batch I	Batch II	Batch I	Batch II
a.	SC	8	9.5	7.5	9
b.	ST	4	4.2	3	3.8
c.	OBC	12	12.8	10	11.4
d.	Women	17	19	15	17
e.	Physically challenged	0.11	0.19	0.11	0.18
f.	General Category	72	71	66	64
G	Any other (specify)				

C. Profile of the Departments - Commerce

		Responses	
1.	Name of the Department	Commerce	
2.	Year of Establishment	1979	
3.	Number of Teachers sanctioned and present position	05	05
4.	Number of Administrative Staff	02	
5.	Number of Technical Staff	Nil	
6.	Number of Teachers and Students	05	
7.	Demand Ratio (No. of seats : No. of applications)	No Seat Limit	
8.	Ratio of Teachers to Students	1: 340	
9.	Number of research scholars who had their master's degree from other institutions	-	
10.	The year when the curriculum was revised last	2003	
11.	Number of students passed NET/SLET etc. (last two years)	-	
12.	Success Rate of students (What is the pass percentage as compared to the University average?)	94%	
13.	University Distinction/ Ranks	03	
14.	Publications by faculty (last 5 years)	16	
15.	Awards and recognition received by faculty (last five years)	-	
16.	Faculty who have Attended National and International Seminars (last five years)	04	-
17.	Number of National and International seminars organized (Last five years)	-	-
18.	Number of teachers engaged in consultancy and the revenue generated	05	-
19.	Number of Ongoing projects and its total outlay	-	-
20.	Research projects completed during last two & its total outlay	-	-
21.	Number of inventions and patents	-	-
22.	Number of Ph. D theses guided during the last two years	05	
23.	Number of Books in the Departmental Library, if any	2758	
24.	Number of Journals/Periodicals	-	
25.	Number of Computers	-	
26.	Annual Budget	-	

C. Profile of the Departments - SANSKRIT

		Responses	
1	Name of the Department	Sanskrit	
2	Year of Establishment	1979	
3	Number of Teachers sanctioned and present position	02	01
4	Number of Administrative Staff	1	
5	Number of Technical Staff	-	
6	Number of Teachers and Students	01	
7	Demand Ratio (No. of seats : No. of applications)	No Seat Limit	
8	Ratio of Teachers to Students	1:7	
9	Number of research scholars who had their master's degree from other institutions	-	
10	The year when the curriculum was revised last	2003	
11	Number of students passed NET/SLET etc. (last two years)	-	
12	Success Rate of students (What is the pass percentage as compared to the University average?)	-	
13	University Distinction/ Ranks	-	
14	Publications by faculty (last 5 years)	01	
15	Awards and recognition received by faculty (last five years)	-	
16	Faculty who have Attended National and International Seminars (last five years)	-	-
17	Number of National and International seminars organized (Last five years)	-	-
18	Number of teachers engaged in consultancy and the revenue generated	01	-
19	Number of Ongoing projects and its total outlay	-	-
20	Research projects completed during last two & its total outlay	-	-
21	Number of inventions and patents	-	-
22	Number of Ph. D theses guided during the last two years	-	
23	Number of Books in the Departmental Library, if any	134	
24	Number of Journals/Periodicals	-	
25	Number of Computers	-	
26	Annual Budget	-	

C. Profile of the Departments - History

		Responses	
1	Name of the Department	History	
2	Year of Establishment	1979	
3	Number of Teachers sanctioned and present position	06	05
4	Number of Administrative Staff	1	
5	Number of Technical Staff	-	
6	Number of Teachers and Students	05	
7	Demand Ratio (No. of seats : No. of applications)	No Seat Limit	
8	Ratio of Teachers to Students	1:158	
9	Number of research scholars who had their master's degree from other institutions	-	
10	The year when the curriculum was revised last	2003	
11	Number of students passed NET/SLET etc. (last two years)	-	
12	Success Rate of students (What is the pass percentage as compared to the University average?)	92%	
13	University Distinction/ Ranks	-	
14	Publications by faculty (last 5 years)	05	
15	Awards and recognition received by faculty (last five years)	-	
16	Faculty who have Attended National and International Seminars (last five years)	01	-
17	Number of National and International seminars organized (Last five years)	-	--
18	Number of teachers engaged in consultancy and the revenue generated	05	-
19	Number of Ongoing projects and its total outlay	01	-
20	Research projects completed during last two & its total outlay	-	-
21	Number of inventions and patents	-	-
22	Number of Ph. D theses guided during the last two years	06	
23	Number of Books in the Departmental Library, if any	1498	
24	Number of Journals/Periodicals	-	
25	Number of Computers	-	
26	Annual Budget	-	

C. Profile of the Departments - Hindi

		Responses	
1	Name of the Department	Hindi	
2	Year of Establishment	1979	
3	Number of Teachers sanctioned and present position	04	03
4	Number of Administrative Staff	01	
5	Number of Technical Staff	-	
6	Number of Teachers and Students	03	
7	Demand Ratio (No. of seats : No. of applications)	No Seat Limit	
8	Ratio of Teachers to Students	1:57	
9	Number of research scholars who had their master's degree from other institutions	-	
10	The year when the curriculum was revised last	2003	
11	Number of students passed NET/SLET etc. (last two years)	-	
12	Success Rate of students (What is the pass percentage as compared to the University average?)	82%	
13	University Distinction/ Ranks	-	
14	Publications by faculty (last 5 years)	25	
15	Awards and recognition received by faculty (last five years)	Nil	
16	Faculty who have Attended National and International Seminars (last five years)	01	-
17	Number of National and International seminars organized (Last five years)	-	-
18	Number of teachers engaged in consultancy and the revenue generated	03	---
19	Number of Ongoing projects and its total outlay	-	-
20	Research projects completed during last two & its total outlay	-	-
21	Number of inventions and patents	-	-
22	Number of Ph. D theses guided during the last two years	Nil	
23	Number of Books in the Departmental Library, if any	2188	
24	Number of Journals/Periodicals	-	
25	Number of Computers	-	
26	Annual Budget	-	

C. Profile of the Departments - Geography

		Responses	
1	Name of the Department	Geography	
2	Year of Establishment	1979	
3	Number of Teachers sanctioned and present position	02	01
4	Number of Administrative Staff	01	
5	Number of Technical Staff	01	
6	Number of Teachers and Students	05	
7	Demand Ratio (No. of seats : No. of applications)	No Seat Limit	
8	Ratio of Teachers to Students	1:410	
9	Number of research scholars who had their master's degree from other institutions	-	
10	The year when the curriculum was revised last	2003	
11	Number of students passed NET/SLET etc. (last two years)	-	
12	Success Rate of students (What is the pass percentage as compared to the University average?)	86%	
13	University Distinction/ Ranks	-	
14	Publications by faculty (last 5 years)	01	
15	Awards and recognition received by faculty (last five years)	-	
16	Faculty who have Attended National and International Seminars (last five years)	-	01
17	Number of National and International seminars organized (Last five years)	-	-
18	Number of teachers engaged in consultancy and the revenue generated	01	-
19	Number of Ongoing projects and its total outlay	-	-
20	Research projects completed during last two & its total outlay	-	-
21	Number of inventions and patents	-	-
22	Number of Ph. D theses guided during the last two years	-	
23	Number of Books in the Departmental Library, if any	702	
24	Number of Journals/Periodicals	-	
25	Number of Computers	-	
26	Annual Budget	-	

C. Profile of the Departments - Economics

		Responses	
1	Name of the Department	Economics	
2	Year of Establishment	1979	
3	Number of Teachers sanctioned and present position	03	03
4	Number of Administrative Staff	01	
5	Number of Technical Staff	-	
6	Number of Teachers and Students	03	
7	Demand Ratio (No. of seats : No. of applications)	No Seat Limit	
8	Ratio of Teachers to Students	1:127	
9	Number of research scholars who had their master's degree from other institutions	-	
10	The year when the curriculum was revised last	2003	
11	Number of students passed NET/SLET etc. (last two years)	-	
12	Success Rate of students (What is the pass percentage as compared to the University average?)	87%	
13	University Distinction/ Ranks	-	
14	Publications by faculty (last 5 years)	-	
15	Awards and recognition received by faculty (last five years)	-	
16	Faculty who have Attended National and International Seminars (last five years)	-	-
17	Number of National and International seminars organized (Last five years)	-	-
18	Number of teachers engaged in consultancy and the revenue generated	03	-
19	Number of Ongoing projects and its total outlay	-	-
20	Research projects completed during last two & its total outlay	-	-
21	Number of inventions and patents	-	-
22	Number of Ph. D theses guided during the last two years	-	
23	Number of Books in the Departmental Library, if any	1501	
24	Number of Journals/Periodicals	01	
25	Number of Computers	-	
26	Annual Budget	-	

C. Profile of the Departments - Sociology

		Responses	
1	Name of the Department	Sociology	
2	Year of Establishment	1979	
3	Number of Teachers sanctioned and present position	03	03
4	Number of Administrative Staff	01	
5	Number of Technical Staff	-	
6	Number of Teachers and Students	03	
7	Demand Ratio (No. of seats : No. of applications)	No Seat Limit	
8	Ratio of Teachers to Students	1:161	
9	Number of research scholars who had their master's degree from other institutions	-	
10	The year when the curriculum was revised last	2003	
11	Number of students passed NET/SLET etc. (last two years)	-	
12	Success Rate of students (What is the pass percentage as compared to the University average?)	85%	
13	University Distinction/ Ranks	-	
14	Publications by faculty (last 5 years)	01	
15	Awards and recognition received by faculty (last five years)	-	
16	Faculty who have Attended National and International Seminars (last five years)	-	-
17	Number of National and International seminars organized (Last five years)	-	--
18	Number of teachers engaged in consultancy and the revenue generated	03	-
19	Number of Ongoing projects and its total outlay	-	-
20	Research projects completed during last two & its total outlay	-	-
21	Number of inventions and patents	-	-
22	Number of Ph. D theses guided during the last two years	-	
23	Number of Books in the Departmental Library, if any	980	
24	Number of Journals/Periodicals	-	
25	Number of Computers	-	
26	Annual Budget	-	

C. Profile of the Departments - Philosophy

		Responses	
1	Name of the Department	Philosophy	
2	Year of Establishment	1979	
3	Number of Teachers sanctioned and present position	03	04
4	Number of Administrative Staff	01	
5	Number of Technical Staff	-	
6	Number of Teachers and Students	04	
7	Demand Ratio (No. of seats : No. of applications)	No Seat Limit	
8	Ratio of Teachers to Students	1:1	
9	Number of research scholars who had their master's degree from other institutions	-	
10	The year when the curriculum was revised last	2003	
11	Number of students passed NET/SLET etc. (last two years)	-	
12	Success Rate of students (What is the pass percentage as compared to the University average?)	100%	
13	University Distinction/ Ranks	-	
14	Publications by faculty (last 5 years)	-	
15	Awards and recognition received by faculty (last five years)	-	
16	Faculty who have Attended National and International Seminars (last five years)	-	-
17	Number of National and International seminars organized (Last five years)	-	-
18	Number of teachers engaged in consultancy and the revenue generated	04	-
19	Number of Ongoing projects and its total outlay	-	-
20	Research projects completed during last two & its total outlay	-	-
21	Number of inventions and patents	-	-
22	Number of Ph. D theses guided during the last two years	-	
23	Number of Books in the Departmental Library, if any	522	
24	Number of Journals/Periodicals	-	
25	Number of Computers	-	
26	Annual Budget	-	

C. Profile of the Departments – Political Science

		Responses	
1	Name of the Department	Political Science	
2	Year of Establishment	1979	
3	Number of Teachers sanctioned and present position	03	02
4	Number of Administrative Staff	01	
5	Number of Technical Staff	-	
6	Number of Teachers and Students	03	
7	Demand Ratio (No. of seats : No. of applications)	No Seat Limit	
8	Ratio of Teachers to Students	1:273	
9	Number of research scholars who had their master's degree from other institutions	-	
10	The year when the curriculum was revised last	2003	
11	Number of students passed NET/SLET etc. (last two years)	-	
12	Success Rate of students (What is the pass percentage as compared to the University average?)	87%	
13	University Distinction/ Ranks	-	
14	Publications by faculty (last 5 years)	03	
15	Awards and recognition received by faculty (last five years)	-	
16	Faculty who have Attended National and International Seminars (last five years)	01	-
17	Number of National and International seminars organized (Last five years)	-	-
18	Number of teachers engaged in consultancy and the revenue generated	02	-
19	Number of Ongoing projects and its total outlay	-	-
20	Research projects completed during last two & its total outlay	-	-
21	Number of inventions and patents	-	-
22	Number of Ph. D theses guided during the last two years	-	
23	Number of Books in the Departmental Library, if any	1561	
24	Number of Journals/Periodicals	-	
25	Number of Computers	-	
26	Annual Budget	-	

C. Profile of the Departments – English

		Responses	
1	Name of the Department	English	
2	Year of Establishment	1979	
3	Number of Teachers sanctioned and present position	03	03
4	Number of Administrative Staff	01	
5	Number of Technical Staff	-	
6	Number of Teachers and Students	03	
7	Demand Ratio (No. of seats : No. of applications)	No Seat Limit	
8	Ratio of Teachers to Students	1:70	
9	Number of research scholars who had their master's degree from other institutions	-	
10	The year when the curriculum was revised last	2003	
11	Number of students passed NET/SLET etc. (last two years)	-	
12	Success Rate of students (What is the pass percentage as compared to the University average?)	80%	
13	University Distinction/ Ranks	-	
14	Publications by faculty (last 5 years)	07	
15	Awards and recognition received by faculty (last five years)	-	
16	Faculty who have Attended National and International Seminars (last five years)	01	-
17	Number of National and International seminars organized (Last five years)	-	-
18	Number of teachers engaged in consultancy and the revenue generated	03	-
19	Number of Ongoing projects and its total outlay	-	-
20	Research projects completed during last two & its total outlay	-	-
21	Number of inventions and patents	-	-
22	Number of Ph. D theses guided during the last two years	02	
23	Number of Books in the Departmental Library, if any	1138	
24	Number of Journals/Periodicals	01	
25	Number of Computers	01	
26	Annual Budget	-	

C. Profile of the Departments - Urdu

		Responses	
1	Name of the Department	Urdu	
2	Year of Establishment	1979	
3	Number of Teachers sanctioned and present position	02	01 PartTime
4	Number of Administrative Staff	01	
5	Number of Technical Staff	01	
6	Number of Teachers and Students	01	
7	Demand Ratio (No. of seats : No. of applications)	No Seat Limit	
8	Ratio of Teachers to Students	1:32	
9	Number of research scholars who had their master's degree from other institutions	-	
10	The year when the curriculum was revised last	2003	
11	Number of students passed NET/SLET etc. (last two years)	-	
12	Success Rate of students (What is the pass percentage as compared to the University average?)	50%	
13	University Distinction/ Ranks	-	
14	Publications by faculty (last 5 years)	-	
15	Awards and recognition received by faculty (last five years)	-	
16	Faculty who have Attended National and International Seminars (last five years)	-	-
17	Number of National and International seminars organized (Last five years)	-	-
18	Number of teachers engaged in consultancy and the revenue generated	-	-
19	Number of Ongoing projects and its total outlay	-	-
20	Research projects completed during last two & its total outlay	-	-
21	Number of inventions and patents	-	-
22	Number of Ph. D theses guided during the last two years	-	
23	Number of Books in the Departmental Library, if any	428	
24	Number of Journals/Periodicals	-	
25	Number of Computers	-	
26	Annual Budget	-	

C. Profile of the Departments - Physics

		Responses	
1	Name of the Department	Physics	
2	Year of Establishment	1979	
3	Number of Teachers sanctioned and present position	03	02
4	Number of Administrative Staff	-	
5	Number of Technical Staff	02	
6	Number of Teachers and Students	02	
7	Demand Ratio (No. of seats : No. of applications)	No Seat Limit	
8	Ratio of Teachers to Students	1:178	
9	Number of research scholars who had their master's degree from other institutions	Nil	
10	The year when the curriculum was revised last	2003	
11	Number of students passed NET/SLET etc. (last two years)	-	
12	Success Rate of students (What is the pass percentage as compared to the University average?)	90%	
13	University Distinction/ Ranks	-	
14	Publications by faculty (last 5 years)	01	
15	Awards and recognition received by faculty (last five years)	-	
16	Faculty who have Attended National and International Seminars (last five years)	-	-
17	Number of National and International seminars organized (Last five years)	-	-
18	Number of teachers engaged in consultancy and the revenue generated	02	-
19	Number of Ongoing projects and its total outlay	-	-
20	Research projects completed during last two & its total outlay	-	-
21	Number of inventions and patents	-	-
22	Number of Ph. D theses guided during the last two years	-	
23	Number of Books in the Departmental Library, if any	1533	
24	Number of Journals/Periodicals	-	
25	Number of Computers	-	
26	Annual Budget	-	

C. Profile of the Department - Chemistry

		Responses	
1	Name of the Department	Chemistry	
2	Year of Establishment	1979	
3	Number of Teachers sanctioned and present position	03	02
4	Number of Administrative Staff	-	
5	Number of Technical Staff	01	
6	Number of Teachers and Students	02	
7	Demand Ratio (No. of seats : No. of applications)	No Seat Limit	
8	Ratio of Teachers to Students	1:54	
9	Number of research scholars who had their master's degree from other institutions	-	
10	The year when the curriculum was revised last	2003	
11	Number of students passed NET/SLET etc. (last two years)	-	
12	Success Rate of students (What is the pass percentage as compared to the University average?)	68%	
13	University Distinction/ Ranks	-	
14	Publications by faculty (last 5 years)	-	
15	Awards and recognition received by faculty (last five years)	-	
16	Faculty who have Attended National and International Seminars (last five years)	-	-
17	Number of National and International seminars organized (Last five years)	-	-
18	Number of teachers engaged in consultancy and the revenue generated	-	-
19	Number of Ongoing projects and its total outlay	-	-
20	Research projects completed during last two & its total outlay	-	-
21	Number of inventions and patents	-	-
22	Number of Ph. D theses guided during the last two years	-	
23	Number of Books in the Departmental Library, if any	1157	
24	Number of Journals/Periodicals	-	
25	Number of Computers	-	
26	Annual Budget	-	

C. Profile of the Department - Mathematics

		Responses	
1	Name of the Department	Mathematics	
2	Year of Establishment	1979	
3	Number of Teachers sanctioned and present position	04	05
4	Number of Administrative Staff	-	
5	Number of Technical Staff	-	
6	Number of Teachers and Students	05	
7	Demand Ratio (No. of seats : No. of applications)	No Seat Limit	
8	Ratio of Teachers to Students	1:57	
9	Number of research scholars who had their master's degree from other institutions	-	
10	The year when the curriculum was revised last	2003	
11	Number of students passed NET/SLET etc. (last two years)	-	
12	Success Rate of students (What is the pass percentage as compared to the University average?)	95%	
13	University Distinction/ Ranks	-	
14	Publications by faculty (last 5 years)	01	
15	Awards and recognition received by faculty (last five years)	-	
16	Faculty who have Attended National and International Seminars (last five years)	01	-
17	Number of National and International seminars organized (Last five years)	-	-
18	Number of teachers engaged in consultancy and the revenue generated	-	-
19	Number of Ongoing projects and its total outlay	-	-
20	Research projects completed during last two & its total outlay	-	-
21	Number of inventions and patents	-	-
22	Number of Ph. D theses guided during the last two years	-	
23	Number of Books in the Departmental Library, if any	2001	
24	Number of Journals/Periodicals	-	
25	Number of Computers	-	
26	Annual Budget	-	

C. Profile of the Department - Zoology

		Responses	
1	Name of the Department	Zoology	
2	Year of Establishment	1979	
3	Number of Teachers sanctioned and present position	03	02
4	Number of Administrative Staff	-	
5	Number of Technical Staff	01	
6	Number of Teachers and Students	02	
7	Demand Ratio (No. of seats : No. of applications)	No Seat Limit	
8	Ratio of Teachers to Students	1:35	
9	Number of research scholars who had their master's degree from other institutions	-	
10	The year when the curriculum was revised last	2003	
11	Number of students passed NET/SLET etc. (last two years)	-	
12	Success Rate of students (What is the pass percentage as compared to the University average?)	83%	
13	University Distinction/ Ranks	-	
14	Publications by faculty (last 5 years)	09	
15	Awards and recognition received by faculty (last five years)	05	
16	Faculty who have Attended National and International Seminars (last five years)	02	01
17	Number of National and International seminars organized (Last five years)	--	-
18	Number of teachers engaged in consultancy and the revenue generated	-	-
19	Number of Ongoing projects and its total outlay	-	-
20	Research projects completed during last two & its total outlay	-	-
21	Number of inventions and patents	-	-
22	Number of Ph. D theses guided during the last two years	-	
23	Number of Books in the Departmental Library, if any	349	
24	Number of Journals/Periodicals	-	
25	Number of Computers	-	
26	Annual Budget	-	

C. Profile of the Department - Botany

		Responses	
1	Name of the Department	Botany	
2	Year of Establishment	1979	
3	Number of Teachers sanctioned and present position	03	02
4	Number of Administrative Staff	-	
5	Number of Technical Staff	01	
6	Number of Teachers and Students	02	
7	Demand Ratio (No. of seats : No. of applications)	No Seat Limit	
8	Ratio of Teachers to Students	1:4	
9	Number of research scholars who had their master's degree from other institutions	-	
10	The year when the curriculum was revised last	2003	
11	Number of students passed NET/SLET etc. (last two years)	-	
12	Success Rate of students (What is the pass percentage as compared to the University average?)	90%	
13	University Distinction/ Ranks	-	
14	Publications by faculty (last 5 years)	04	
15	Awards and recognition received by faculty (last five years)	-	
16	Faculty who have Attended National and International Seminars (last five years)	-	02
17	Number of National and International seminars organized (Last five years)	-	-
18	Number of teachers engaged in consultancy and the revenue generated	-	-
19	Number of Ongoing projects and its total outlay	-	-
20	Research projects completed during last two & its total outlay	-	-
21	Number of inventions and patents	-	-
22	Number of Ph. D theses guided during the last two years	-	
23	Number of Books in the Departmental Library, if any	532	
24	Number of Journals/Periodicals	-	
25	Number of Computers	-	
26	Annual Budget	-	

C. Profile of the Department - Computer Applications

		Responses	
1	Name of the Department	Computer Applications	
2	Year of Establishment	2008	
3	Number of Teachers sanctioned and present position	02	02
4	Number of Administrative Staff	-	
5	Number of Technical Staff	01	
6	Number of Teachers and Students	02	
7	Demand Ratio (No. of seats : No. of applications)	40 / 117	
8	Ratio of Teachers to Students	1: 40	
9	Number of research scholars who had their master's degree from other institutions	-	
10	The year when the curriculum was revised last	2003	
11	Number of students passed NET/SLET etc. (last two years)	-	
12	Success Rate of students (What is the pass percentage as compared to the University average?)	-	
13	University Distinction/ Ranks		
14	Publications by faculty (last 5 years)	-	
15	Awards and recognition received by faculty (last five years)	-	
16	Faculty who have Attended National and International Seminars (last five years)	-	-
17	Number of National and International seminars organized (Last five years)	-	-
18	Number of teachers engaged in consultancy and the revenue generated	-	-
19	Number of Ongoing projects and its total outlay	-	-
20	Research projects completed during last two & its total outlay	-	-
21	Number of inventions and patents	-	-
22	Number of Ph. D theses guided during the last two years	-	
23	Number of Books in the Departmental Library, if any	593	
24	Number of Journals/Periodicals	-	
25	Number of Computers	44	
26	Annual Budget	-	

C. Profile of the Department - Biotechnology

		Responses	
1	Name of the Department	Biotechnology	
2	Year of Establishment	2008	
3	Number of Teachers sanctioned and present position	02	02
4	Number of Administrative Staff	-	
5	Number of Technical Staff	01	
6	Number of Teachers and Students	02	
7	Demand Ratio (No. of seats : No. of applications)	40 / 29	
8	Ratio of Teachers to Students	1: 30	
9	Number of research scholars who had their master's degree from other institutions	-	
10	The year when the curriculum was revised last	2003	
11	Number of students passed NET/SLET etc. (last two years)	-	
12	Success Rate of students (What is the pass percentage as compared to the University average?)	-	
13	University Distinction/ Ranks	-	
14	Publications by faculty (last 5 years)	-	
15	Awards and recognition received by faculty (last five years)	-	
16	Faculty who have Attended National and International Seminars (last five years)	-	02
17	Number of National and International seminars organized (Last five years)	-	-
18	Number of teachers engaged in consultancy and the revenue generated	-	-
19	Number of Ongoing projects and its total outlay	-	-
20	Research projects completed during last two & its total outlay	-	-
21	Number of inventions and patents	-	-
22	Number of Ph. D theses guided during the last two years	-	
23	Number of Books in the Departmental Library, if any	274	
24	Number of Journals/Periodicals	-	
25	Number of Computers	-	
26	Annual Budget	-	

C. Profile of the Department - BBA

		Responses	
1	Name of the Department	BBA	
2	Year of Establishment	2009	
3	Number of Teachers sanctioned and present position	01	01
4	Number of Administrative Staff	-	
5	Number of Technical Staff	-	
6	Number of Teachers and Students	01	
7	Demand Ratio (No. of seats : No. of applications)	40 / 67	
8	Ratio of Teachers to Students	1: 40	
9	Number of research scholars who had their master's degree from other institutions	-	
10	The year when the curriculum was revised last	2009	
11	Number of students passed NET/SLET etc. (last two years)	-	
12	Success Rate of students (What is the pass percentage as compared to the University average?)	-	
13	University Distinction/ Ranks	-	
14	Publications by faculty (last 5 years)	-	
15	Awards and recognition received by faculty (last five years)	-	
16	Faculty who have Attended National and International Seminars (last five years)	-	-
17	Number of National and International seminars organized (Last five years)	-	-
18	Number of teachers engaged in consultancy and the revenue generated	-	-
19	Number of Ongoing projects and its total outlay	-	-
20	Research projects completed during last two & its total outlay	-	-
21	Number of inventions and patents	-	-
22	Number of Ph. D theses guided during the last two years	-	
23	Number of Books in the Departmental Library, if any	450	
24	Number of Journals/Periodicals	-	
25	Number of Computers	01	
26	Annual Budget	-	

PART II

A. EXECUTIVE SUMMARY

Introduction

Annada College, Hazaribag is the only permanently affiliated minority (linguistic) college of Jharkhand. The college was established on September 04, 1979 on the occasion of the centenary celebration of Annada High School, Hazaribag. It got permanent affiliation from the academic session 1991 – 1992 and recognition by the UGC under 2(f) and 12-B in the year 1993 (Annex. enclosed). The College campus is located in the heart of the town in the area of 05.63 acres.

The motto and vision of the college are to spread and disseminate the light of knowledge in every nook and corner of the world. The mission of the college is to preserve and promote language, literature and culture. It also aims to impart a liberal, modern, sound and quality education to the poor and downtrodden students at an affordable cost (Unit Cost of Education Rs. 682/- excluding salary component & Rs 5372/- including salary component)), especially to the tribal from the poorest strata of the society and most rural background, in frontier areas such as Biotechnology, Computer Applications, Information Technology, Business Administration, Functional English, apart from the fundamental streams, etc.

Criterion I: Curricular Aspects

1.1 Curriculum Design and Development

1.1.1 State the vision and mission of the institution, and how it is communicated to the students, teachers, staff and other stakeholders?

The motto and vision of the college are to spread and disseminate the light of knowledge in every nook and corner of the world. The mission of the college is to preserve and promote language, literature and culture. It also aims to impart a liberal, modern, sound and quality education to the poor and downtrodden students at an affordable cost (Unit Cost of Education Rs. 682/- excluding salary component & Rs 5372/- including salary component)), especially to the tribal from the poorest strata of the society and most rural background, in frontier areas such as Biotechnology, Computer Applications, Information Technology, Business Administration, Functional English, apart from the fundamental streams, etc. The motto and vision of the college is clearly stated and is conveyed to the students, teachers, staff and other stakeholders through the admission brochure.

1.1.2 How does the mission statement reflect 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 orientation?

The mission statement reflects the institution's commitment to impart a liberal, modern, sound and quality education to the poor and downtrodden students at an affordable cost (Unit Cost of Education Rs. 682/- excluding salary component & Rs 5372/- including salary component), especially to the tribal from the poorest strata of the society and most rural background, in frontier areas such as Biotechnology, Computer Applications, Information Technology, Business Administration, Functional English, apart from the fundamental streams, etc. The unit cost of education amply reflects 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 orientation.

1.1.3 Are the academic programmes in line with the institution's goals and objectives? If yes, give details on how the curricula developed / adopted, address the needs of the society and have relevance to the regional / national and global trends and developmental needs? (access to the Disadvantaged, Equity, Self development, Community and National Development, Ecology and environment, Value orientation, Employment, ICT introduction, Global and National demands and so on)

All the UG and Add-on academic programmes are run under the curricula and syllabi prescribed by the affiliating University. Although the curricula and syllabi are designed by the affiliating university and are required to be followed, the college tries to co-relate them to career relevance, the needs of the society and to the regional / national and global trends and developmental needs and also to the institution's role and objectives. Our concern regarding these can be seen in our efforts in introducing Add-On courses in Computer Applications, Information Technology and Functional English and Three Years Degree Vocational courses in Computer Applications, Biotechnology and Business Administration. The college has also introduced UGC sponsored Remedial Classes for SC/ST OBC/Minority students and Coaching Classes for Entry in Services for SC/ST OBC/Minority students.

1.1.4 How does the curriculum cater to inclusion/integration of Information and Communication Technology (ICT) in the curriculum, for equipping the students to compete in the global employment markets?

The curriculum prescribed by the affiliating University pays no attention to the inclusion/integration of Information and Communication Technology (ICT) in the curriculum, for equipping the students to compete in the global employment markets but the college on its own has made some good efforts in this direction. Almost all the teachers use OHPs in the classrooms. The teachers also use laptops and LCD projectors in the classrooms. The

Information and Communication Technology (ICT) and employment issues are also taken care of through the Vocational courses (Computer Applications, Biotechnology and Business Administration) and Add-on Courses (Computer Applications, Information Technology and Functional English). Special free classes for Computer Awareness have been arranged for SC/ST/OBC/Minority students of the college.

1.1.5 Specify the initiatives and contributions of the institution in the curriculum design and development process. (Need assessment, development of information database, feedback from faculty, students, alumni, employees and academic peers, and communicating the information and feedback for appropriate inclusion and decisions in statutory academic bodies, Membership of BOS and by sending agenda items etc.)

Curriculum design and development is an exclusive task of the affiliating University. Usually no feedback is sought from the affiliated units or the other stakeholders. However, some faculty members of the college participate in the meetings organized by the affiliating University to discuss the designing and development of the curriculum. The syllabi of BBA and Add-on courses in Computer Applications, Information Technology and Functional English have been designed and developed by the faculty members of this college but the credit goes to the affiliating University as these have been approved by it.

1.2 Academic Flexibility

1.2.1 What are the range of programme options available to learners in terms of Degrees, Certificates and Diplomas?

The college offers:

FUNDAMENTAL COURSES

B.Sc. Honours (Three Years Degree Course) in Physics, Chemistry, Mathematics, Botany and Zoology

B.Sc. General (Three Years Degree Course)

B.A. Honours (Three Years Degree Course) in History, Economics, political Science, Sociology, Philosophy, Hindi, English, Urdu, Sanskrit, Mathematics

B.A. General (Three Years Degree Course)

B.Com. Honours (Three Years Degree Course) in all the groups as approved by the affiliating university

B.Com. General (Three Years Degree Course)

VOCATIONAL COURSES:

B.A./ B.Sc./B.Com. Honours (Three Years Degree Vocational Course) in Computer Applications

B.Sc. Honours (Three Years Degree Vocational Course) in Biotechnology

Bachelor of Business Administration (Three Years Degree Vocational Course)

ADD-ON COURSES

Certificate Course in Computer Applications

Certificate Course in Information Technology

Certificate Course in Functional English

1.2.2 Give details on the following provisions with reference to academic flexibility, value addition and course enrichment:

a) Core options

Every student is to study Language & Literature as one of the papers (100 Marks). She/he has the liberty to opt Hindi of 50 marks and English/Urdu/Bengali/Sanskrit of 50 marks.

b) Elective options

The students can opt one honours subject and two subsidiary subjects of their choice at B.A./B.Sc./B.Com. they can also opt three subjects of their choice if they opt General/Pass Course at B.A./B.Sc./B.Com.

c) Add on courses

Any student of the college whether he/she is a student of B.A./B.Sc./B.Com., can opt Certificate Course in Computer Applications, Information Technology or in Functional English.

d) Interdisciplinary courses

The Three Years Degree Vocational Course in Computer Applications is an interdisciplinary course which offers Honours Degree in B.A./ B.Sc./B.Com. The Three Years Degree Vocational Course in Business Administration also accepts students of all the streams. The three Add-on courses in Computer Applications, Information Technology or in Functional English are also interdisciplinary.

e) Flexibility to the students to move from one discipline to another

The affiliating university does not provide flexibility to the students to move from one discipline to another.

f) Flexibility to pursue the programme with reference to the time frame (flexible time for completion)

The affiliating university does not provide flexibility to the students to pursue the programme with reference to the time frame

12.3 Give details of the programmes and other facilities available for international Students (if any)

All the programmes and other facilities are available for international Students. However, no international student is enrolled in the college.

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

The college is a self-financed college. All the academic programmes offered in the institution are self-financed.

1.3 Feedback on Curriculum

1.3.1. How does the college obtain feedback on curriculum from

- a) Students?**
- b) alumni?**
- c) Parents?**
- d) employers / industries?**
- e) academic peers?**
- f) community?**

There is no formal method to obtain feedback on curriculum from the stakeholders but the college obtains feedback on curriculum during personal interactions and tries to convey it to the persons concerned.

1.3.2. How is the above feedback analyzed and the outcome / suggestions used for continuous improvements, and communicated to the affiliating university for appropriate inclusion?

The feedback is analyzed and the outcome / suggestions for continuous improvements is communicated to the affiliating university for appropriate inclusion during the personal interactions or during the meeting of Syllabi Committee of the University if a member of this college is on the committee.

1.4 Curriculum update

1.4.1 What is the frequency and the basis for syllabus revision and what are the major revisions made during the last two years?

The syllabus is revised by the affiliating University once in five to ten years. No major revisions have been made during the last two years.

1.4.2 How does the institution ensure that the curriculum bears a thrust on core values adopted by NAAC?

The institution, on its own, ensures that the curriculum bears a thrust on core values adopted by NAAC. The institution does this by introducing new and relevant courses, encouraging the use of ICT, inculcating value system and fostering global competencies in students and guiding them to contribute to the national development.

1.4.3 Does the institution use the guidelines of statutory bodies (UGC/ AICTE / State Councils of HE and other bodies) for developing and/or restructuring the curricula?

The task of developing and/or restructuring the curricula rests with the affiliating University. Hence, the college cannot do much in this regard.

1.4.4 How are the existing courses modified to meet the emerging/ changing national and global trends?

The existing courses can be modified only by the affiliating University. But the college has introduced project works for some courses to make them relevant to meet the emerging/ changing national and global trends

1.5 Best Practices in Curricular Aspects

1.5.1 What are the quality sustenance and quality enhancement measures undertaken by the institution during the last five years in curricular aspects?

The college has allotted ample time for the theory, practical, field work and project work as the quality sustenance and quality enhancement measures. All the Vocational programmes have project work as a compulsory component.

1.5.2 What best practices in ‘Curricular Aspects’ have been planned/ implemented by the institution?

The institution has planned to sort out the limitations and short comings of the curricular developed and designed by the affiliating University through personal interactions with the students and motivating them to study and learn beyond the curricular prescribed.

Criterion II: Teaching – Learning and Evaluation

2.1 Admission Process and Student Profile.

2.2

2.1.1 How does the institution ensure wide publicity to the admission process?

- a. Prospectus**
- b. Institutional Website**
- c. Advertisement in Regional/ National Newspapers**
- d. Any other (specify)**

The college ensures wide publicity to the admission process through a. Prospectus b. Institutional Website c. Advertisement in Regional/ National Newspapers. At times the college ensures wide publicity to the admission process through banners at strategic places and also through the distribution of leaflets.

2.1.2 How are the students selected for admission to the following courses? Give the cut off percentage for admission at the entry level

- a) General**

b) Professional

c) Vocational

The students are selected for admission to the General Courses on the basis of the marks obtained in the qualifying examinations. The students seeking admission to the Vocational Courses are selected for admission on the basis of their performance in the Entrance Tests conducted by the college.

2.1.3 How does the Institution ensure transparency in the Admission process?

The Institution ensures transparency in the Admission process by involving teachers of high repute in the whole process of admissions. An Admission Committee looks after all the issues related to admission. Its records are also open to scrutiny by the persons concerned.

2.1.4 How do you promote access to ensure equity?

a) Students from disadvantaged community

b) Women

c) Differently-abled

d) Economically-weaker sections

e) Sports personnel

f) Any other (specify)

To ensure equity for students from disadvantaged community / women / differently-abled / economically weaker section / sports personnel, the college relaxes the cut-off marks for admission for such students to 02% to 05%. They are also granted freestudentship. A total of 250 freestudentships worth Rs 54,350/- have been granted to the students of this section. The State Govt has also granted scholarship of Rs 4, 56,705/- to 597 students. To facilitate the students of disadvantaged community, the college has introduced UGC Sponsored Remedial Classes for SC/ST OBC/Minority students and Coaching Classes for Entry in Services for SC/ST OBC/Minority students. The classes for differently-abled students are held on the ground floor so that such students do not have any problem.

2.2 Catering to Diverse Needs

2.2.1 Is there a provision for assessing the students' knowledge and skills before the commencement of the programme? If yes, give details on the strategies of the institution to bridge the knowledge gap of the incoming students for enabling them to cope with the programme to which they are enrolled.

The institution assesses the students' knowledge and skills before the commencement of the programme through interviews. The students are suggested to opt the subjects for which their skills are suitable. To bridge the knowledge gap of the incoming students and for enabling them to cope with the programme to which they are enrolled, the college conducts Remedial Classes.

2.2.2 How does the institution identify slow and advanced learners? Give details on the strategies adopted for facilitating slow and advanced learners.

The institution identifies slow and advanced learners on the basis of their participation in classroom activities and performance in the Semester Examinations (conducted by the College on its own).

2.2.3 Does the institution have a provision for tutorials for the students? If yes, give details.

The institution does not have a provision for tutorials for the students but the problems of students are sorted out if they approach their teacher.

2.2.4 Is there a provision for mentoring of students or any similar process? If yes, give details.

There is no such provision.

2.2.5 How does the institution cater to the needs of differently-abled students?

The institution has failed to create any special facility for the differently-abled students but their classes are held on the ground floor so that they do not have any problem. Their problems are also sorted out immediately with full sympathy.

2.3 Teaching -Learning Process

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

The teaching schedule and academic calendar are prepared methodically and are informed to the students at the time of admission itself (Working Days 265 & Teaching Days 208). The teaching-learning process is strengthened through lectures, field visits, intensive lab work and project works. The use of audio-visual equipments and latest pedagogy substantially contribute towards this process. The classes are taken by well qualified teachers (Ph.D. Holders 34 & Research Guide 10). All the teachers are encouraged to keep abreast of the latest developments in their respective subjects through the well-equipped library, seminar participations, Internet Browsing etc. Computer / Internet facilities are extended to all teachers and students. The evaluation system is a strong point of the college. The college follows the examination (Annual) and evaluation system prescribed by the affiliating university. However, the college has introduced semester exams for continuous internal assessment.

2.3.2 What are the various teaching- learning methods (lecture method, interactive method, project-based learning, computer-assisted learning, experiential learning, seminars and others) used by the teachers? Give details.

The teachers of the Institution use various teaching- learning methods (lecture method, interactive method, project-based learning, computer-assisted learning, experiential learning, seminars and others) but the predominant method used is lecture method.

2.3.3 How learning is made student-centric? What are the institutional strategies, which contribute to acquisition of life skills, knowledge management skills and lifelong learning?

Sincere efforts are being made to make the learning student-centric. The institution is promoting interactive method, project-based learning, computer-assisted learning, experiential learning, seminars and others so that the students acquire life skills, knowledge management skills and lifelong learning

2.3.4 How does the institution ensure that the students have effective learning experiences? (Use of modern teaching aids and tools like computers, audio-visuals multi-media, ICT, CAL , Internet and other information /materials)

The institution is promoting the use of modern teaching aids and tools like computers, audio-visuals multi-media, ICT, Internet and other information /materials, etc. The results are encouraging.

2.3.5 How do the students and faculty keep pace with the recent developments in the various subjects?

All the teachers and students are encouraged to keep abreast of the latest developments in their respective subjects through the well-equipped library, seminar participations, Internet Browsing etc.

2.3.6 Are there departmental libraries for the use of faculty and students? If yes, how effectively are they used for the enhancement of teaching and learning?

There are rich departmental libraries for the use of faculty and students. The students and teachers are effectively using the library for the enhancement of teaching and learning.

2.3.7 Has the institution introduced evaluation of the teachers by students? If yes, how is the feedback analyzed and implemented for the improvement of teaching?

The college has introduced the formal evaluation of the teachers by students in some of the departments. This practice will soon be implemented in all the departments. However, the feedback is always obtained informally. The feedback is analyzed and implemented for the improvement of teaching during departmental meetings and personal interactions.

2.4 Teacher Quality

2.4.1 How are the members of the faculty selected? Does the college have the required

number of qualified and competent teachers to handle all the courses? If not, how does the institution cope with the requirements?

The faculty members are appointed by the Governing Body of the Institution. Wide publicity, through advertisement in regional/national newspaper, is given for inviting applications from eligible aspirants against the vacant posts. The interview board constituted as per the prescribed norms recommends the names of the selected candidates. The selected candidate is appointed by the Governing Body and concurrence of the appointment is sought from the College Service Commission.

The college has the required number of qualified and competent teachers to handle almost all the courses. For some of the courses the Governing Body of the Institution appoints Part-Time teachers or requests the Guest Faculties to take the classes.

2.4.2 How does the college appoint additional faculty to teach new programmes / modern areas of study (Biotechnology, IT, Bioinformatics etc.)? How many such appointments were made during the last three years?

The additional faculty to teach new programmes / modern areas of study (Biotechnology, IT, BBA, Computer Applications, etc.) are appointed by the Governing Body of the Institution. Wide publicity, through advertisement in regional/national newspaper, is given for inviting applications from eligible aspirants against the vacant posts. The interview board constituted as per the prescribed norms recommends the names of the selected candidates. The selected candidate is appointed by the Governing Body and concurrence of the appointment is sought from the College Service Commission.

Five such appointments were made during the last three years.

2.4.3 What efforts are made by the management for professional development of the faculty? (eg: research grants, study leave, deputation to national/ international conferences/ seminars, training programmes, organizing national/ international conferences etc)? How many faculty have availed these facilities during the last three years?

The Management grants study leave to the faculty for research work, attending national/ international conferences/ seminars, training programmes, organizing national/ international conferences etc.

2.4.4 Give details on the awards/ recognitions received by the faculty during the last five years?

No award has been received by the faculty during the last five years. However, the books of two faculties are prescribed in the syllabus of various universities.

2.4.5 How often does the institution organize training programmes for the faculty in the use of?

- a) **Computers**
- b) **Internet**
- c) **Audio Visual Aids**
- d) **Computer-Aided Packages**
- e) **Material development for CAL, multi-media etc.**

The institution organizes training programmes for the faculty in the use of Computers, Internet, Audio Visual Aids, Computer-Aided Packages, Material development for CAL, multi-media etc. as and when required. The formal training programmes for the faculty get lukewarm response because of the busy schedule of the faculty.

2.5 Evaluation Process and Reforms

2.5.1 How are the evaluation methods communicated to the students and other institutional members?

The affiliating University conducts Annual Examinations. The students are made aware of the evaluation patterns in the classroom in the beginning of the session.

Apart from this, the college conducts Semester Exams on its own, in the middle of the session to evaluate and assess the progress of the students. The answer books of the students are shown to them to rectify their mistakes. The institutional members take particular care to see that the students do well in their final exams.

2.5.2 How does the institution monitor the progress of the students and communicate it to the students and their parents?

The institution monitors the progress of the students through Semester Examinations / Class Tests and communicates the assessment to the students in the classrooms and to their parents during the Parents – Teachers Meet or during personal interactions.

2.5.3 What is the mechanism for redressal of grievances regarding evaluation?

The affiliating University has prescribed the System of Scrutiny for redressal of grievances regarding evaluation. For the Semester Examinations / Class Tests conducted by the College, the answer book is shown to the students.

2.5.4 What are the major evaluation reforms initiated by the institution/affiliating University? How does the institution ensure effective implementation of these reforms?

No major evaluation reforms have been initiated by the affiliating University in the last five years. The Institution, on its own, has introduced Semester Examinations/ Class Tests in the College.

2.6 Best Practices in Teaching -Learning Process

2.6.1 Detail any significant innovations in teaching/learning/evaluation introduced by the institution?

The Institution follows the 'Policy of Personal Interaction' with the stakeholders in the system of Teaching -Learning Process. The students and parents are always welcome to interact with the faculty and the Principal. In fact, they are encouraged for such interactions.

Criterion III: Research, Consultancy and Extension

3.1 Promotion of Research

3.1.1 Is there a Research Committee to facilitate and monitor research activity? If yes, give details on its activities, major decisions taken (during last year) and composition of the Committee.

No, there is no Research Committee to facilitate and monitor research activity as the Institution is a UG college.

3.1.2 How does the institution promote faculty participation in research? (providing seed money, research grants, leave , other facilities)

The institution promotes faculty participation in research by motivating them and by granting leave as and when required.

3.1.3.Does the institutional budget have a provision for research and development? If yes, give details.

No, the institutional budget does not have a provision for research and development.

3.1.4 Does the institution promote participation of students in research activities? If yes, give details.

No, the institution does not promote participation of students in research activities as it is a UG college. However, they are motivated to go for higher education so that they do some research work.

3.1.5 What are the major research facilities developed on the campus?

Apart from the library, Computer / Physics / chemistry / Botany / Zoology / Biotechnology Laboratories, the institution has no research facility on the campus.

3.1.6 Give details of the initiatives taken by the institution for collaborative research (with national/ foreign Universities/ Research/Scientific organisations / Industries / NGOs)

No such initiative has been taken.

3.2 Research and Publication Output

3.2.1 Give details of the research guides and research students of the institution (Number of students registered for Ph.D. and M. Phil., fellowship/scholarship, funding agency, Ph.Ds and M.Phils awarded during the last five years, major achievements, etc.)

Not applicable as it is a UG college.

3.2.2 Give details of the following:

- a) Departments recognized as research centres**
- b) Faculty recognized as research guides**
- c) Priority areas for research**
- d) Ongoing Faculty Research Projects (minor and major projects ,funding from the Government, UGC, DST, CSIR, AICTE, Industry, NGO or International agencies)**
- e) Ongoing Student Research Projects (title, duration, funding agency, total funding received for the project).**

Most of the faculty are recognized as research guides. More than 10 faculty are supervising research works for the award of the Ph. D. degree. The priority areas of research are the subjects of the research scholars.

3.2.3 What are the major achievements of the research activities of the institution (findings contributed to subject knowledge, to the Industry needs, community development, patents etc.)?

The research activities of the institution are limited to the research works of the faculty or the research work supervised by the faculty for the award of the Ph. D. degree. All these research activities contribute to subject knowledge or to the Industry needs or community development.

3.2.4 Are there research papers published in refereed journals by the faculty? If yes, give details for the last five years including citation index and impact factor.

Some research papers have been published in the reputed journals. The citation index and impact factor are not known.

3.2.5 Give list of publications of the faculty.

- a. Books : 10**
- b. Articles: 62**
- c. Conference/Seminar Proceedings: 21**
- d. Course materials (for Distance Education): 01**
- e. Software packages or other learning materials: none**
- f. Any other (specify)**

3.3 Consultancy

3.3.1 List the broad areas of consultancy services provided by the Institution during the last five years (free of cost and/or remunerative). Who are the beneficiaries of such consultancy?

The college has been holding Counseling Sessions for students seeking admissions in State Govt.'s Polytechnic Institutions for the last two years. It is an Examination Centre for various competitive examinations. The college worked as University Examination Department during the strike in the University. Some of the teachers work as Resource Persons / Members of Interview Board / Observrs, etc.

3.3.2 How does the institution publicize the expertise available for consultancy services?

The Institution does not publicize the expertise available for consultancy services. It is done through personal interactions and contacts.

3.3.3 How does the institution reward the staff for the consultation provided by them?

If the consultation work generates revenue, the persons involved are given remuneration.

3.3.4 How does the institution utilize the revenue generated through consultancy services?

The institution utilizes the revenue generated through consultancy services in its development.

3.4 Extension Activities

3.4.1 How does the institution promote the participation of students and faculty in extension activities? (NSS, NCC, YRC and other NGOs)

Wide publicity is given to the benefits and activities of NCC / NSS. The NSS unit, however, has been dysfunctional for 02 year.

3.4.2 What are the outreach programmes organized by the institution? How are they integrated with the academic curricula?

The college organizes blood donation camps, area cleaning drives, plantation activities, etc. The NCC cadets participate in Pulse Polio Camps, HIV/AIDS Awareness drives, etc.

3.4.3 How does the institution promote college-neighbourhood network in which students acquire attitude for service and training, contributive to community development?

The institution promotes college-neighbourhood network through blood donation camps, area cleaning drives, plantation activities, Pulse Polio Camps, HIV/AIDS Awareness drives, etc in

which students acquire attitude for service and training, contributive to community development. The NSS unit had adopted a nearby village for social welfare activities.

3.4.4 What are the initiatives taken by the institution to have a partnership with University / Research institutions / Industries / NGOs etc. for extension activities?

The institution participates in extension activities as and when approached by the University / Research institutions / Industries / NGOs etc.

3.4.5 How has the local community benefited by the institution? (Contribution of the institution through various extension activities, outreach programmes, partnering with NGOs and GOs)

The local community has benefited by the blood donation camps, area cleaning drives, plantation activities, Pulse Polio Camps, HIV/AIDS Awareness drives, etc organized by the college.

3.4.6 How has the institution involved the community in its extension activities? (Community participation in institutional development, institution-community networking etc.)

No such effort has been made.

3.4.7 Any awards or recognition received by the faculty / students / Institution for the extension activities?

Books of two teachers are prescribed in various universities of India.

3.5 Collaborations

3.5.1 Give details of the collaborative activities of the institution with the following organizations:

- local bodies/ community
- State
- National
- International
- Industry
- Service sector
- Agriculture sector
- Administrative agencies
- Any other (specify)

The Institution participates in the collaborative activities with the industries and Service sector for on-the-job training.

3.5.2 How has the institution benefited from the collaboration?

- (a) Curriculum development**
- (b) Internship**
- (c) On-the-job training**
- (d) Faculty exchange and development**
- (e) Research**
- (f) Consultancy**
- (g) Extension**
- (h) Publication**
- (i) Student Placement**

The Institution has benefitted from collaborations in the field of On-the-job training and Student Placement. It has earned goodwill through its extension activities.

3.5.3 Does the institution have any MoU/MoC / mutually beneficial agreements signed with

- **Other academic institutions**
- **Industry**
- **Other agencies**

No, the institution does not have any MoU/MoC / mutually beneficial agreements signed with other academic institutions, Industry and other agencies. But these agencies welcome the Institution when approached.

3.6 Best Practices in Research, Consultancy and Extension

3.6.1 What are the significant innovations / good practices in Research, Consultancy and Extension activities of the institution?

There are no significant innovations / good practices in Research, Consultancy and Extension activities of the institution. It works as per the need.

4. Criterion IV: Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 What are the infrastructure facilities available for

- (a) Academic activities?**
- (b) Co-curricular activities?**
- (c) Extra –curricular activities and sports?**

The infrastructure facilities available for college is reasonably good. The college campus is spread in an area of 5.63 acres. The college building is three storied. The total built up area is

5394 sq. mt. It has 30 classrooms, 08 laboratories, library, reading room, etc for academic and Co-curricular activities.

For Extra –curricular activities and sports the college has a fairly good play ground. The college , however, has no auditorium.

4.1.2 Enclose the Master Plan of the college campus indicating the existing physical infrastructure and the projected future expansions.

Annex III Enclosed. Page 144

4.1.3 Has the institution augmented the infrastructure to keep pace with its academic growth? If yes, specify the facilities and the amount spent during the last five years.

Yes, the institution has augmented the infrastructure to keep pace with its academic growth. The college has added significantly the built up area in the last five years. The number of toilets for boys / girls has been increased. Students' Common Room, Computer Labs, Biotechnology Lab, and a number of classrooms have been added in the last five years. The college has spent more than 20 lakhs on improving the infrastructural facilities during the last five years.

4.1.4 Does the institution provide facilities like common room, separate rest rooms for women students and staff?

Yes, the institution provides facilities like common room, separate rest rooms for women students and staff.

4.1.5 How does the institution plan and ensure that the available infrastructure is optimally utilized?

Apart from using the available infrastructure for UG classes, the college uses it for running classes of Plus Two. The available infrastructure is also used for conducting University exams, Competitive exams, etc.

4.1.6 How does the institution ensure that the infrastructure facilities meet the requirements of the differently-abled students?

There are no special infrastructure facilities to meet the requirements of the differently-abled students. The Institution, however, conducts the classes for such students on the Ground Floor.

4.2 Maintenance of Infrastructure

4.2.1 What is the budget allocation for the maintenance of (last year's data)

- a. Land?
- b. Building?
- c. Furniture?

- d. Equipment?**
- e. Computers?**
- f. Vehicles?**

Expenses on these items are made as per the need basis. The Auditor's Report is enclosed.
Annex. IV Page 145 - 150

4.2.2 How does the institution ensure optimal utilization of budget allocated for various activities?

The institution is working under great financial strains. Hence, the Governing Body and The principal personally ensure the optimal utilization of budget allocated for various activities.

4.2.3 Does the institution appoint staff for maintenance and repair? If not, how are the infrastructure facilities, services and equipment maintained?

The institution has not appointed staff for maintenance and repair. Hence, the infrastructure facilities, services and equipment maintained by hiring services as and when required.

4.3 Library as a Learning Resource

4.3.1 Does the library have a Library Advisory Committee? What are its major responsibilities?

No, the library does not have a Library Advisory Committee.

4.3.2 How does the library ensure access, use and security of materials?

The library ensures access, use and security of materials with the help of the Librarian and two Class IV employees specially deputed for this purpose.

4.3.3 What are the various support facilities available in the library? (computers, internet, band width, reprographic facilities etc.)

The various support facilities available in the library are computer and printing, internet, power back up, etc.

4.3.4 How does the library ensure purchase and use of current titles, important journals and other reading materials? Specify the amount spent on new books and journals during the last five years.

The library ensures purchase and use of current titles, important journals and other reading materials with the help of the faculty's suggestions and requirement of the students.

4.3.5 Give details on the access of the on-line and Internet services in the library to the students and faculty? (hours, frequency of use , subscriptions, licensed software etc.,).

The library is equipped with internet service but it is used seldom either by the teachers or by the students.

4.3.6 Are the library services computerized? If yes, to what extent?

The automation of the library has been initiated. Software has been developed as per the need of the college. The data are being fed. It is likely to get functional within a month.

4.3.7 Does the institution make use of INFLIBNET / DELNET/IUC facilities? If yes, give details.

No, the institution does not make use of INFLIBNET / DELNET/IUC facilities.

4.3.8 What initiatives are taken by the library staff to enrich the faculty and students with its latest acquisitions?

The new arrivals are announced in the classrooms. A display board will be placed soon.

4.3.9 Does the library have interlibrary borrowing facility? If yes, give details of the facility

No, the library does not have inter-library borrowing facility.

4.3.10 What are the special facilities offered by the library to the visually- and physically-challenged persons?

We regret that no special facilities are offered by the library to the visually- and physically-challenged persons

4.3.11 List the infrastructural development of the library over the last two years.

Previously, the library was being run from a big classroom. There was no Reading Room. But nowadays, the library has been shifted to a big hall with a carpet area of 1700 sq.ft. The provision of the Reading Room has been made. A toilet is attached to it. Computer and internet facilities have been added to it. Almost 12000 books have been added in the last five years. The Institution plans to have a separate building for the library in the future.

4.3.12 What other information services are provided by the library to its users?

No other information services are provided by the library to its users.

4.4 ICT as Learning Resources

4.4.1 Does the Institution have up-to-date computer facility? If yes, give details on the available hardware and software (Number of computers, computer-students ratio, stand alone facility, LAN facility, configuration, licenced software etc.)

Yes, the Institution has up-to-date computer facility. The total number of computers in the institution is 54. The LAN facility is prided in 50 computers. The student-computer ratio is 1 : 108.

4.4.2 Is there a central computing facility? If yes, how is it utilized for staff to students?

Yes, there is a central computing facility. Apart from being used for teaching, the labs are open to the employees and students of the college.

4.4.3 How are the faculty facilitated to prepare computer-aided teaching/ learning materials? What are the facilities available in the college for such efforts?

The interested faculties approach the teachers teaching Computer Science to prepare computer-aided teaching/ learning materials. The Computer Labs are always open for this purpose.

4.4.4 Does the Institution have a website? How frequently is it updated? Give details.

The Institution has a website. It is updated as and when required but at least once in a year.

4.4.5 How often does the institution plan and upgrade its computer systems? What is the provision made in the annual budget for update, deployment and maintenance of the computers in the institution?

The institution plans and upgrades its computer systems on the need basis. The amount spent on the maintenance and upgrading of computer facilities during the last academic year is Rs. 36008/- only

4.4.6 How are the computers and their accessories maintained? (AMC etc.)

The computers and their accessories are maintained on the need basis.

4.5 Other Facilities

4.5.1 Give details of the following facilities:

- a) **Capacity of the hostels (to be given separately for boys and Girls) Occupancy**
- b) **Rooms in the hostel (to be given separately for boys and Girls)**
- c) **Recreational facilities**
- d) **Sports and Games (Indoor and Outdoor) facilities**
- e) **Health and Hygiene (Health Care centre, Ambulance, Nurse, Qualified Doctor) (full time/ part time etc.)**

The college does not have a hostel. The Recreational facilities are available. The Sports and Games (Indoor and Outdoor) facilities are available. For indoor games, we have the facilities of Table Tennis, Carom, Chess, etc. For outdoor games, the facilities of football, cricket, volleyball, hockey, etc are available. For any medical emergency, first aid is given in the college. A member of the Governing Body is a doctor. He takes care of other medical needs.

4.5.2 How does the institution ensure participation of women in intra-and inter-institutional sports competitions and cultural activities?

The institution ensures participation of women in intra-and inter-institutional sports competitions and cultural activities by motivating as well as rewarding them.

4.5.3 Give details of the common facilities available with the Institution (Staff room, day care centre, common room for students, rest rooms, health centre, vehicle parking, guest house, Canteen, telephone, internet cafe, transport, drinking water etc.)

The common facilities available with the Institution are Staff room, common room for students, vehicle parking, Canteen, telephone, drinking water etc.

4.6 Best Practices in Infrastructure and Learning Resources

4.6.1 What innovations/best practices in ‘Infrastructure and Learning Resources’ are in vogue or adopted/adapted by the institution?

The College has been working under great financial constraints. Hence, for the improvement of ‘Infrastructure and Learning Resources’, we look up to the UGC aid, and financial assistance from the local MP/MLA.

Criterion V: Student Support and Progression

5.1 Student Progression

5.1.1 Give the socio-economic profile (General, SC/ST, OBC etc.,) of the students of the last two batches.

Students	2008 – 09	2009 – 10
SC	10%	11%
ST	08%	05%
OBC	12.5%	14%
Women	19%	21%
Differently-abled	0.28%	0.34%
Rural	72%	70%
Tribal	08%	05%

5.1.2 What are the efforts made by the Institution to minimize the dropout rate and facilitate the students to complete the course?

The Institution tries to minimize the dropout rate and facilitate the students to complete the course by counseling and grant of Merit cum Poor Scholarship.

5.1.3 On an average, what percentage of the students progress to further studies and for employment? Give details for the last two years. (UG to PG to Ph.D and /or to employment)

On an average, 25% of the students progress to further studies and about 25% for employment. Others involve themselves in agricultural activities. The details for the last two years. (UG to PG to Ph.D and /or to employment) have not been maintained.

5.1.4 How does the institution facilitate the placement of its outgoing students? What proportion of the graduating students have been employed? (average of last five years)

The institution facilitates the placement of its outgoing students through career guidance and counseling. It also arranges campus selection for its students. The record regarding their employment , however, has not been maintained.

5.1.5 How does the institution facilitate and support students for appearing and qualifying in various competitive examinations? Give details on the number of students coached, appeared and qualified in various competitive examinations (Average of last five years) (UGC-CSIR-NET, SLET, GATE, CAT, GRE, TOFEL, GMAT, Civil Services- IAS,IPS,IFS, Central/State services etc.)

The institution facilitates and supports SC / ST / OBC / Minority students for appearing and qualifying in various competitive examinations through UGC Sponsored Programme. About 80 students have been coached under this scheme. The details of their employment are not available.

5.1.6 Give a comparative analysis of the institutional academic performance with reference to other colleges of the affiliating University and the university average. (Pass percentage, Distinctions, Gold medals and University Ranks, Marks obtained in relation to university average etc.(Last five years' data)

The institutional is a premier college of the area. The good students , however, join a nearby college which is 120 years old. Ours is a private college with a heavy fees of Rs. 45/- per month ! The other college which is a constituent unit charges about Rs. 12/- per month ! We work hard with the students who join our college with poor grades and give good results. The data of last five years as follows:

Results	UG				
	1 2005	2 2006	3 2007	4 2008	5 2009
Pass Percentage	68	71	82	87	91

Number of first classes	97	132	168	237	282
Number of distinctions	1	06	07	07	09
Ranks (if any)	-	-	-	-	-
Record will be maintained in the future.					

5.2 Student Support

5.2.1 Does the institution publish its updated prospectus, handbook and other student information material annually? If yes, what is the information disseminated to students through these publications?

Yes, the institution publishes its updated prospectus, handbook and other student information material annually. The information disseminated to students through these publications are about courses, fees structure, general rules and regulations, facilities available, syllabus, etc.

5.2.2 Does the institution provide financial aid to students? If yes, specify the type and number of scholarships/ freeships given to the students during the last academic year by the institution (other than those provided by the social welfare departments of the State or Central Governments).

Yes, the institution provides financial aid to students. It grants Meri cum Poor Scholarship to the needy. A total of 250 scholarships/ freestudentships worth Rs.54350/ was given to the students during the last academic year by the institution (other than those provided by the social welfare departments of the State or Central Governments).

5.2.3 Give details of schemes for student welfare? (insurance, subsidized canteen facilities, special diets, student counseling support, “earn while you learn” scheme etc.)

The institution plans to introduce “earn while you learn” scheme. Other schemes are not available.

5.2.4 What type of support services are available to overseas students?

The institution has no overseas students.

5.2.5 Give details of the placement and counseling services for the students?

The Institution arranges the placement and counseling services for the students but no record has been maintained. It will be done in the future.

5.2.6 How does the institution encourage and develop entrepreneurial skills among the students?

The institution encourages and develops entrepreneurial skills among the students through Vocational / add-on Courses.

5.2.7 Does the faculty participate in academic and personal counseling? If yes, give details on services provided during the last academic year?

The faculties participate in academic and personal counseling but no record has been made in this regard.

5.2.8 Is there a separate guidance and counseling centre for women students? If yes, enumerate the activities of the centre.

The women students are given guidance and counseling but no separate guidance and counseling centre exists.

5.2.9 Is there a Cell /Committee constituted for prevention/ action against sexual harassment of women students? If yes, detail its constitution and enumerate its activities (issues addressed during the last two years)

Recently a cell has been constituted for prevention/ action against sexual harassment of women students. Immediate action is taken to resolve any such issue.

5.2.10 Does the institution have a grievance redressal cell? If yes, what are its functions? Detail the major grievances redressed during the last two years.

No, the institution does not have a grievance redressal cell.

5.2.11 Is there a provision for acquiring computer skills / literacy for all students, in the curriculum? If yes, give details on how it is imparted, and level of proficiency.

No there is not a provision for acquiring computer skills / literacy for all students, in the curriculum but this is promoted through Add-On courses like Certificate in Computer Applications and Information Technology.

5.2.12 What value-added courses are introduced by the institution to develop life skills; career training; community orientation; good citizenship and personality development of students?

We regret that apart from NCC/ NSS, no such course has been added. However, value and ethics are added in almost all the existing courses.

5.2.13 How does the institution ensure safety and security of the students, faculty and the institutional assets?

It has been done through internal arrangement as we are facing financial constraints.

5.3 Student Activities

5.3.1 Does the institution have an Alumni Association? If yes,

- i. List its current Office bearers
- ii. List its activities during the last two years.
- iii. Give details of the top ten alumni occupying prominent positions.
- iv. Give details of the contribution of alumni to the growth and development of the institution.

The Alumni Association is in its nascent stage. It was established in the year 2008. The list of the Office Bearers is as follows:

Convener : Dr N. Mukherjee

President: Sri Gyan Singh

Secretary: Sri B. Sharma

Treasurer: Sri B. Dhar

5.3.2 How does the institution encourage its students to participate in extra-curricular activities including sports and games? Give details on the achievements of students during the last two years. (Institution level/ inter-collegiate / Inter-University/ Inter-state/ National/ International)

The institution encourages its students to participate in extra-curricular activities including sports and games by motivating them and organizing such events at Institution level.

Major cultural events (data for last year)

Events	Organized			Participated		
	Yes	No	Number	Yes	No	Number
Inter-collegiate	-	No	-	Yes		07
Inter-university	-	No	-	Yes		02
National				Yes		01
NCC	Many cadets have represented the state at the National level in camps like Thal Sainik Camp / National and International Shooting Competitions/ IMA Attachment Camp, etc.					
Sports	The students have participated in Inter-collegiate / Inter-university sports events					

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

The institution has failed to do anything in this regard. However, sincere efforts are being made in this regard.

5.3.4 Does the institution have a Student Council or any similar body? Give details on its constitution, major activities and funding.

The Institution had Student Councils. It was duly elected body as per the norms laid by the affiliating University. It was funded by the college from the fees collected for this purpose from the students. Its major activities were to create a better atmosphere for teaching-learning. Unfortunately the University did not conduct the election during the last two academic sessions.

5.3.5 Give details of the various academic and administrative bodies and their activities (academic and administrative), which have student representations on them.

There is no such body except the Students' Union.

5.3.6 Does the institution have a mechanism to seek and use data and feedback from its graduates and from employers, to improve the growth and development of the institution?

Yes, it is done through feedback received during the personal interaction.

5.4 Best Practices in Student Support and Progression

5.4.1 Give details of institutional best practices towards Student Support and Progression?

The Institution has succeeded in creating a very congenial atmosphere on the Campus. The stakeholders interact openly and respect each other's views. This helps the Management to do whatever it can for the students within its limited resources.

Criterion VI: Governance and Leadership

6.1 Institutional Vision and Leadership

6.1.1 State the Vision and Mission statement of the institution and give details on how the institution

a) ensures that the vision and mission of the institution is in tune with the objectives of the Higher Education policies of the Nation?

b) translates its vision statement into its activities?

The motto and vision of the founders of the college was to spread and disseminate the light of knowledge in every nook and corner of the world. The mission of the college is to preserve and promote language, literature and culture. It also aims to impart a liberal, modern, sound and

quality education to the poor and downtrodden students at an affordable cost, especially to the tribal from the poorest strata of the society and most rural background, in frontier areas of modern education, apart from the fundamental stream.

The Vision and Mission statement of the institution is very much in tune with the objectives of the Higher Education policies of the Nation. It contributes to the national development and fosters global competencies among students. The efforts are always on inculcating a value system among students. Even though the institution works under great financial constraints, it promotes the use of technology. The quest for excellence, no doubt, comes first.

6.1.2 Enumerate the Management's commitment, leadership-role and involvement for effective and efficient transaction of the teaching-learning processes.

The Management is headed by an educationist. The Secretary of the Governing Body is Prof. (Dr.) Sajal Mukherjee, University Department of Economics, Vinoba Bhave University, Hazaribag. Hence, the commitment, leadership-role and involvement for effective and efficient transaction of the teaching-learning processes cannot be doubted. He understands the issues involved for effective and efficient transaction of the teaching-learning processes and guides us through the difficult patches. Other members of the Governing Body are also educationist, doctors and bank professional. They collectively ensure the smooth functioning of the college.

6.1.3 How does the management and the Head of the institution ensure that responsibilities are defined and communicated to the staff of the institution?

In the beginning of the academic session, the Management and the Head of the institution ensure that responsibilities are defined and communicated to the staff of the institution. Personal interactions and motivation play important role in this regard.

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

The information is collected, compiled, processed and placed before the members for discussion and initiate suitable corrective measures.

6.1.5 How does the management encourage and support involvement of the staff for improvement of the effectiveness and efficiency of the institutional processes?

Appreciation, motivation, thanks-giving and sometimes giving rewards are some of the measures through which the management encourages and supports involvement of the staff for improvement of the effectiveness and efficiency of the institutional processes.

6.1.6 Describe the leadership role of the Head of the institution, in governance and management of the institution.

The Head of the institution is also the founder member of the Institution. Whatever achievements the Institution can boast of, are the results of his incessant efforts towards good governance and management of the institution.

6.2 Organizational Arrangements

6.2.1 Give the organizational structure and details of the academic and administrative bodies of the institution. Give details of the meetings held, and the decisions taken by these bodies, regarding finance, infrastructure, faculty recruitment, performance evaluation of teaching and non-teaching staff, research and extension activities, linkages and examinations held during the last two years.

The Institution is managed by a Governing Body. Its composition as follows:

Secretary : Prof (Dr) Sajal Mukherjee, University Dept of Economics, Vinoba Bhave University, Hazaribag

President: Dr. S.K.Mallick, Senior Physician, Hazaribag

Member: Dr. K.K.Sinha, Retd. University Professor, Hazaribag

Member: Shri A, Chatterjee, Bank Manager, Hazaribag

Member: Dr. S. Mukherjee, Senior Physician, Hazaribag

For academic and administrative activities, the faculties have been given assignments. Dr. S. Bhaduri, Lecturer, Dept of History is the Examination Controller who looks after both internal and University examinations. Dr. A Chaudhury, Lecturer, Dept of Commerce is the Bursar. He looks after the financial issues of the college. Sri D. N. Singh, Lecturer, Dept. of Economics looks after the academic activities of the college. The Departmental Heads assist him in this regard. Then there are Admission Committee, Freestudentship committee, etc.

Since the activities of the college are towards the lower side, the nature of meetings is usually informal and no record is maintained. But this needs attention. The records will be maintained in the future.

6.2.2 To what extent is the administration decentralized? How does the institution collaborate with different sections/departments and personnel of the institution to improve the quality of its educational provisions?

The administration is reasonably decentralized. The institution collaborates with different sections/departments and personnel of the institution on personal level to improve the quality of its educational provisions.

6.2.3 Does the institution have effective internal coordination and monitoring mechanisms? If yes, specify.

No, the institution does not have any formal effective internal coordination and monitoring mechanisms.

6.2.4 Does the institution have a Grievance Redressal Cell for its employees? If yes, what are its functions? List the number of grievances redressed during the last two years.

No, the institution does not have a Grievance Redressal Cell for its employees. The grievances if any are sorted out during personal interaction with the administration.

6.2.5 How many times does the management meet the staff in an academic year? What are the major issues discussed during the last meeting?

The Secretary of the Governing Body regularly visits college and is open to discuss any issue at any time. No major issues have come up for discussion in the last few years.

6.2.6 Is there a Cell to prevent sexual harassment of women staff? How effective is the functioning of the Cell?

There is no formal cell to prevent sexual harassment of women staff. No such issue has come to light in the last 31 years. The working atmosphere is very congenial.

6.3 Strategy Development and Deployment

6.3.1 Describe the procedure of developing the perspective institutional plan. How are the Teachers, Students and Administrators involved in the planning process?

The procedure of developing the perspective institutional plan is very simple. The Teachers, Students and Administrators and other stakeholders give their suggestions and they are involved in the planning process.

6.3.2 How are the objectives communicated and deployed to all levels, to ensure individual employee's contribution for the institutional development?

This is done through directions, suggestions, circulars, and personal interactions.

6.3.3 List the different committees constituted for the management of different institutional activities? Give details of the meetings held and the decisions taken, regarding academic management, finance, infrastructure, faculty, research, extension and linkages, and examinations held during the last two years.

The college has Admission Committee, Freestudentship Committee, Cultural Board, IQAC, Examination Board, etc. Usually the meetings are of informal nature and no record is maintained. This has to be corrected soon. The details of the meetings of IQAC as follows:

1. Held on 15/12/08
2. Held on 05/01/09
3. Held on 01/05/10
4. Held on 02/06/10

6.3.4 Has the institution an MIS in place, to select, collect, align and integrate data and information on the academic and administrative aspects of the institution?

No, the institution has not an MIS. Nowadays , the Co-ordinator, IQAC selects, collects, aligns and integrates data and information on the academic and administrative aspects of the institution.

6.3.5 Does the institution use the various data and information obtained from the feedback, in decision-making and performance improvement? If yes, give details.

Yes, the institution uses the various data and information obtained from the feedback, in decision-making and performance improvement. The thrust area of attention is decided on these data only.

6.3.6 What are the institution's initiatives for promoting co-operation, sharing of knowledge, innovations and empowerment of the faculty? (Skill sharing across departments, creating/providing conducive environment, etc.)

It is done on personal basis. The various departments share each other's skills and expertise as and when required that too without any inhibitions.

6.4 Human Resource Management

6.4.1 What are the mechanisms for performance assessment (teaching, research, service) of faculty and staff? (Self-appraisal method, comprehensive evaluation by students and peers). Does the institution use the evaluations to improve teaching/ research of the faculty and service of the faculty by other staff? If yes, how?

The performance assessment (teaching,) of faculty and staff is done informally. If need arises, the persons concerned are advised on points of concern.

6.4.2 What are the welfare measures for the staff and faculty? (mention only those which affect and improve staff well-being, satisfaction and motivation)

The welfare measures for the staff and faculty are Group Insurance, provision of Employees' Provident Fund, Advance Salary, assistance during critical illness, giving job to a member of family of a deceased staff, etc.

6.4.3 What are the strategies and implementation plans of the institution, to recruit and retain faculty and other staff who have the desired qualifications, knowledge and skills?

This is entirely a need based exercise.

6.4.4 What are the criteria for employing part-time/adhoc faculty? How are the recruitment conditions of part-time/adhoc faculty different from that of the regular faculty? (Eg. salary structure, workload, specialisations).

part-time/adhoc faculty is recruited on the basis of need of the institution and also on the basis of the qualifications and skills of the faculty. They are usually paid on class/consolidated basis.

6.4.5 What are the policies, resources and practices of the institution that support and ensure the professional development of the faculty? (Eg. budget allocation for staff development, sponsoring for advanced study, research, participation in seminars, conferences, workshops, etc. and supporting membership and active involvement in local, state, national and international professional associations).

The Institution supports and ensures the professional development of the faculty by granting leave. The financial support, however, is not given because of the constraints.

6.4.6 How do you assess the needs of the faculty development? Has the institution conducted any staff development programmes for skill up-gradation and training of the staff? If yes, give details.

The Institution has attempted twice to run Computer Awareness Programme for faculty development and skill up gradation but the response was poor.

6.4.7 What are the facilities provided to faculty? (Well-maintained and functional office, infrastructure and other space to carry out their work effectively etc.,)

Owing to the space crunch all the faculties could not be provided functional office, infrastructure and other space to carry out their work effectively. Only a few departments have this facility.

6.5 Financial Management and Resource Mobilization

6.5.1 Does the institution get financial support from the Government? If yes, mention the grants received in the last three years under different heads. If no, give details of the sources of revenue and income generated during the last three years?

Yes, the institution gets annual lump sum financial support from the Government.

Financial Year

2007 -08 - 30 lakhs

2008 -09 – 28.15 lakhs

2009 – 10 – Pending with State Govt.

6.5.2 What is the quantum of resources mobilized through donations? Give information for the last two years.

No resources could be mobilized through donations.

6.5.3 Is there adequate budget to cover the day-to-day expenses? If no, how is the deficit met?

Yes, there is adequate budget to cover the day-to-day expenses.

6.5.4 What are the budgetary resources to fulfill the institution's mission and offer quality programmes? (Budget allocations over the past two years (provide income expenditure statements)

Audit Reports enclosed.

6.5.5 Are the accounts audited regularly? If yes, give the details of internal and external audit procedures and the audit reports for last two years.

Yes, the accounts are audited regularly. It is done by a Registered Chartered Accountant.

6.5.6 Has the institution computerized its finance management systems? If yes, give details.

No, the institution could not computerize its finance management systems.

6.6 Best Practices in Governance and Leadership

6.6.1 What are the significant best practices in Governance and Leadership carried out by the institution?

The most significant best practice in Governance and Leadership is the Management's commitment, integrity, sincerity accompanied with sound personal relation with the stakeholders.

Criterion VII : Innovative Practices

7.1 Internal Quality Assurance System

7.1.1 What mechanisms have been developed by the institution for quality assurance within the existing academic and administrative systems?

IQAC looks after the quality assurance within the existing academic and administrative systems.

7.1.2 What are the functions carried out by the above mechanisms in the quality enhancement of the institution?

The IQAC is in its nascent stage. However, it has chalked some plan of actions for the academic sessions 2008 -09 and 2009 – 10. Some of the goals have been achieved. **The AQRC is enclosed herewith.**

7.1.3 What role is played by students in assuring quality of education imparted by the institution?

The students are an integral part of system which works for assuring quality of education imparted by the institution. The Students' Council/ students feel free to approach the college administration. Their grievances/ suggestions are taken in the right stride and efforts are made to see that the students are satisfied.

7.1.4 What initiatives have been taken up by the institution to promote best practices in the institution? How does the institution ensure that the Best Practices have been internalized?

The Institution emphasizes the policy of direct interactions with all the stakeholders of the system and tries to establish personal rapport with them. To achieve this, employees are sensitized constantly and the stakeholders are encouraged to interact with the college administration.

7.1.5 In which way has the institution added value to the quality enhancement of students?

By promoting co-curricular/ extra-curricular/sports activities, arranging placements/ commencing remedial courses/ coaching classes, introducing NCC, etc ,the institution added value to the quality enhancement of students.

7.2 Inclusive practices

7.2.1 What practices have been taken up by the institution to provide access to students from the following sections of the society:

- a) **Socially-backward**
- b) **Economically-weaker and**
- c) **Differently-abled**

The college has made the following efforts to provide access to students from these sections of the society:

1. Lowering of cut off marks for admission,
2. Arranging scholarships from Govt.
3. Granting freestudentship from college,
4. Remedial classes (UGC sponsored)
5. Coachin classes for entry in services (UGC sponsored)
6. Equal Opportunity Centre (UGC sponsored)

7.2.1 What efforts have been made by the institution to recruit 1) Staff from the disadvantaged communities? Specify?

- a) Teaching : Five teaching staff have been recruited in the last five years. Two of them are women and two are OBCs.
- b) Non-teaching : No recruitment has been made in the last five years.

7.2.2 What special efforts are made to achieve gender balance amongst students and staff?

In the last five years, two women staff have been recruited. To achieve gender balance amongst students, cut off marks for admission is lowered for them. The result is encouraging'

7.2.3 Has the institution done a gender audit and/or any gender-related sensitizing courses for the staff/ students? Give details.

A gender-related sensitizing course for the staff/ students is scheduled in the next month. Till now, nothing significant has been done.

7.2.4 What intervention strategies have been adopted by the institution to promote the overall development of students from rural/ tribal backgrounds?

To promote the overall development of students from rural/ tribal backgrounds, the Institution sensitizes them of the various schemes launched by the college administration. New vocational/ add-on courses have been launched. Free Computer Awareness Programmes have been started.

7.2.5 Does the institution have a mechanism to record the incremental academic growth of the students admitted from the disadvantaged sections?

No, the institution does not have a mechanism to record the incremental academic growth of the students admitted from the disadvantaged sections but efforts are made in this direction.

7.2.6 What initiatives have been taken by the institution to promote social-justice and good citizenship amongst its students and staff? How have such initiatives reached out to the community?

To promote social-justice and good citizenship amongst its students and staff, they are sensitized in the classroom during teaching. Personal examples by the teacher play an important role. The drives on such issues by NCC cadets yield good results.

7.3 Stakeholder relationships

7.3.1 How does the institution involve all its stakeholders in planning, implementation and evaluation of the academic programmes?

The institution involves all its stakeholders in planning, implementation and evaluation of the academic programmes through Parents- Teachers Meet, Teachers-Students Meet, Staff Council Meet, etc.

7.3.2 How does the institution develop new programmes to create an overall climate conducive to learning?

To create an overall climate conducive to learning, the institution develops new programmes by taking all the stakeholders in confidence.

7.3.3 What are the key factors that attract students and stakeholders, to the institution and result in stakeholder satisfaction?

The key factors that attract students and stakeholders, to the institution and result in stakeholder satisfaction are our sensitive response, discipline on campus, safety and security of women students, personal rapport with the stakeholders, introduction of new Vocational/ Add-on courses, being situated at the heart of the town, etc.

7.3.4 How does the institution elicit the cooperation from all stakeholders to ensure overall development of the students, considering the curricular and co-curricular activities, research, community orientation and the personal/ spiritual development of the students?

The institution elicits the cooperation from all stakeholders to ensure overall development of the students, considering the curricular and co-curricular activities, community orientation and the personal/ spiritual development of the students entirely on the basis of its rapport with the stakeholders.

7.3.5 How do you anticipate public concerns in your current and future programme offerings and operations?

We hope our current and future programme offerings and operations will be received enthusiastically by others.

7.3.6 How does the institution promote social responsibilities and citizenship roles among the students? Does it have any exclusive programme for the same?

Apart from NCC / NSS, we do not have any exclusive programme for the same. But efforts are made in this direction continuously.

7.3.7 What are the institutional efforts to bring in community-orientation in its activities?

This aspect is covered by the activities of NCC / NSS. Unfortunately NSS is dysfunctional these days.

7.3.8 How does your institution actively support and strengthen the neighborhood communities? How do you identify community needs and determine areas of emphasis for organizational involvement and support?

The institution actively supports and strengthens the neighborhood communities by organizing activities such as Blood Donation Camps, Area Cleaning, Awareness Rallies on Social Issues, etc. Identifying community needs and determine areas of emphasis for organizational involvement and support is done on the importance of the issue.

7.3.8 How do the faculty and students contribute in these activities?

The faculty and students participate in these activities enthusiastically.

7.3.9 Describe how your institution determines student satisfaction, relative to academic benchmarks? Do you update the approach in view of the current and future educational needs and challenges?

The institution determines student satisfaction, relative to academic benchmarks through feedback from the stakeholders. We constantly update the approach in view of the current and future educational needs and challenges.

7.3.10 How do you build relationships?

➤ **to attract and retain students :**

By providing quality education at the lowest unit cost and establishing personal rapport.

➤ **to enhance students performance :**

By counseling, personal guidance, remedial classes, etc.

➤ **to meet their expectations of learning**

By improving the teachers' skills, adding ICT, introducing new courses, etc.

What is your complaint management process? How do you ensure that these complaints are resolved promptly and effectively? How are complaints aggregated and analyzed for use in the improvement of the organization, and for better stakeholder-relationship and satisfaction?

Usually we do not receive complaints as our relation with all the stakeholders is good. They understand our constraints. However, if they face any problem, they come directly to the Principal or the persons concerned and their problem is sorted out immediately.

C. Evaluative Report of the Department of COMMERCE

1. Faculty profile - adequacy and competency of faculty

The Department of Commerce was introduced from the very beginning, i.e from 1979. It has 05 full time permanent Lecturers. The academic condition in terms of quality of faculty and learning transfer process is healthy and adequate. All the teachers of the department are sincerely engaged in scholarly pursuits.

Name of the teacher	Designation	Qualification	Teaching Experience
Dr. S. Kumar	Lecturer	M.Com., Ph.D.	27Years
Dr. V. Ranjan	Lecturer	M.Com., Ph.D, LLB	24Years
S.N.Pathak	Lecturer	M.Com.	21 Years
Dr. A. Chaudhury	Lecturer	M.Com., Ph.D	21 Years
Dr. N. Mukherjee	Lecturer	M.Com., Ph.D	16Years

2. Student profile – entry level competencies, socioeconomic status, language proficiency etc.

Students are admitted strictly on merit (on marks basis). Students largely come from rural background from low and middle income group. Students are mostly proficient in Hindi and Regional language. They also have working knowledge of English. The subject is preferred equally by both the genders and the number of girls is increasing steadily for the last few years. The teacher-students ratio can be deceptive as the teachers take classes of subsidiary/general papers also.

Sr. No.	Class	Socioeconomic Status				Total
		SC	ST	OBC	General	
1	B.Com. I Hons	56	21	291	394	762
	B.Com. I Gen	06	02	25	34	67

2	B.Com. II Hons	22	12	143	239	416
	B.Com. II Gen	03	01	13	16	33
3	B.Com.III Hons	31	12	119	263	425
	B.Com. III Gen	06	01	11	16	34

3. Changes made in the courses or programmes during the past two years and the contribution of the faculty to those changes.

The college is an affiliated unit of Vinoba Bhave University, Hazaribag. Hence, the college has no role to play in the preparation of syllabi. However, the faculty members take active part in framing and modifying the University syllabi of the degree courses from time to time.

4. Trends in the success and dropout rates of students during the past two years

Class	2007-08				2008-09			
	Appeared	Pass	Result %	Failed/Pending/Absent	Appeared	Pass	Result %	No. Failed/Pending
Deg. I Hons	538	453	87%	73/16	542	403	76%	128/11
Deg. I Gen	50	39	86%	07/04	48	32	67%	16
Deg II Hons	334	308	94%	21/05	456	428	95%	22/06
Deg. II Gen	42	35	86%	06/01	42	34	88%	05/03
Deg II Hons	243	230	95%	13	313	284	94%	20/09
Deg. II Gen	16	13	88%	02/01	35	33	94%	02

The dropout rate is fairly low.

5. Learning resources of the departments - library, computers, laboratories and other resources

The department has its library which is quite rich in collection of books. The faculty and students use computers and internet facility at the computer Lab.

6. Modern teaching methods practiced and use of ICT in teaching – learning.

OHPS, and computers are used for comprehensive teaching. Lecture method is normally followed. Apart from this procedure, home assignments are also arranged by the faculty. Teachers are available beyond class hours for academic interaction with students.

7. Participation of teachers in academic and personal counseling of students

Teachers of the department are always available for personal guidance to the students. They are very helpful to the students and encourage them for future prospects. Faculty members guide the students depending on their interest of subjects. Teachers regularly participate in special coaching classes for students belonging to SC, ST and minority communities. In addition, students with difficulties are encouraged to have personal discussion outside their class rooms. Due to this the students – teacher relationship in the department has always remained excellent. Students now feel free to seek advice from any teacher, at anytime of the day in the department.

8. Details of faculty development programmes and teachers who have been benefited during the past two years

The teachers of the department have improved their skill by participating in various Refresher/ Orientation courses and Seminars/ Workshops. They regularly act as examiners/tabulators/observers and are actively engaged in Research works. Most of the teachers have regular research publications.

Name of the teacher	Orientation/ Refresher courses	Seminars/ Workshops	Conferences
Dr. S. Kumar	-	04	-
Dr. V. Ranjan	Orientation 12/03/07 to 08/04/07 Refresher - 02	01	-
S.N.Pathak	Orientation 09/03/07 to 05/04/07 Refresher 06/02/08 to 26/02/08	-	--
Dr. A. Chaudhury	Orientation 12/03/07 to 08/04/07 Refresher 06/02/08 to 26/02/08 Refresher 09/09/08 to 29/09/08	01	-
Dr. N. Mukherjee	Orientation 03/03/09 to 30/003/09	01	-

9. Participation / contribution of teachers to the academic activities including teaching, consultancy and research.

Almost all faculty members are engaged in research work and some research scholars have been registered for Ph. D. work under them in the recent past.

Sr. No.	Faculty	Articles	Books
1.	Dr. S. Kumar	07	01
2.	Dr. V. Ranjan	03	-
3.	S.N.Pathak	-	-
4.	Dr. A. Chaudhury	-	-
5.	Dr. N. Mukherjee	02	03

10. Collaboration with other departments/ institutions, at the State, National and International levels, and their outcome during the past two years.

Faculty members work in collaboration with the Dept. of Business Studies of the college.

11. Priority areas for Research and details of the ongoing projects, important and noteworthy publications of the faculty, during past two years

Priority areas for Research are commerce, industry and economics. The faculty members have nearly 12 publications in various reputed journals/ conference abstracts to their credit for the last five years.

12. Placement record of the past students and the contribution of the department to aid student placements.

Placement facilities for the students are arranged. However, no record has been maintained. It will be maintained in the future.

13. Plan of action of the department for the next five years.

Despite various constraints, the department has plans to introduce Three Years Degree Course in Retail Management. The Department also plans to apply for Minor / Major Research Projects in the coming years.

C. Evaluative Report of the Department of Sanskrit

1. Faculty profile - adequacy and competency of faculty

The Department of Sanskrit was introduced from the very beginning, i.e from 1979. It has 01 full time permanent Lecturer. The academic condition in terms of quality of faculty and learning transfer process is healthy and adequate. The teacher of the department is sincerely engaged in scholarly pursuits.

Name of the	Designation	Qualification	Teaching

teacher			Experience
Dr. U. P. Mishra	Lecturer	M.A., Ph.D.	15Years

2. Student profile –entry level competencies, socioeconomic status, language proficiency etc.

Students are admitted strictly on merit (on marks basis). Students largely come from rural background from low and middle income group. Students are mostly proficient in Hindi and Regional languages. The subject is generally not preferred by the4 students because of bleak job opportunities. The teacher-students ratio can be deceptive as the teachers take classes of subsidiary/general papers also.

Sr. No.	Class	Socioeconomic Status				Total
		SC	ST	OBC	General	
1	B.A. I Sanskrit Honours	-	-	-	01	01
2	B.A. II Sanskrit Honours	-	-	-	02	02
3	B.A.III Sanskrit Honours	-	-	01	-	01

3. Changes made in the courses or programmes during the past two years and the contribution of the faculty to those changes.

The college is an affiliated unit of Vinoba Bhave University, Hazaribag. Hence, the college has no role to play in the preparation of syllabi.

4. Trends in the success and dropout rates of students during the past two years

Class	2007-08				2008-09			
	Appear ed	Pass	Result %	No. Failed/ Pending	Appeared	Pass	Result %	No. Failed/ Pending
Deg. I	01	01	100%	-	02	02	100%	-
Deg. II	02	02	100%	-	01	01	100%	-
Deg. III	NIL	NIL	NIL	-	NIL	NIL	NIL	-

The dropout rate is fairly low.

5. Learning resources of the departments - library, computers, laboratories and other resources

The department has its library which is reasonably good in collection of books.

6. Modern teaching methods practiced and use of ICT in teaching – learning.

Lecture method is normally followed. Apart from this procedure, home assignments are also arranged by the faculty. The teacher is available beyond class hours for academic interaction with students.

7. Participation of teachers in academic and personal counseling of students

The teacher of the department is always available for personal guidance to the students. He is very helpful to the students and encourages them for future prospects. Faculty members guide the students depending on their interest of subjects. In addition, students with difficulties are encouraged to have personal discussion outside their class rooms. Due to this the students – teacher relationship in the department has always remained excellent. Students feel free to seek advice from any teacher, at anytime of the day in the department.

8. Details of faculty development programmes and teachers who have been benefited during the past two years

The teacher of the department has not participated in the Refresher/ Orientation courses and Seminars/ Workshops.

9. Participation / contribution of teachers to the academic activities including teaching, consultancy and research.

The faculty member had been engaged in his research work and has been awarded Ph. D. degree in the recent past.

10. Collaboration with other departments/ institutions, at the State, National and International levels, and their outcome during the past two years.

There is no collaboration with other departments/ institutions, at the State, National and International levels.

11. Priority areas for Research and details of the ongoing projects, important and noteworthy publications of the faculty, during past two years

The faculty has been awarded Ph. D. degree in Sanskrit.

12. Placement record of the past students and the contribution of the department to aid student placements.

Placement facilities for the students are arranged. However, no record has been maintained. It will be maintained in the future.

13. Plan of action of the department for the next five years.

The department has plans to popularize the subject.

C. Evaluative Report of the Department of HISTORY

1. Faculty profile - adequacy and competency of faculty

The Department of History was introduced from the very beginning, i.e from 1979. It has 05 full time permanent Lecturers. The academic condition in terms of quality of faculty and learning transfer process is healthy and adequate. All the teachers of the department are sincerely engaged in scholarly pursuits.

Name of the teacher	Designation	Qualification	Teaching Experience
Dr. B.P.Rukhaiyar	Lecturer	M.A., Ph.D.,LLB	24Years
Dr. S.K.Singh	Lecturer	M.A., Ph.D.	21Years
Dr. D.K.Agarwal	Lecturer	M.A., Ph.D.	21 Years
Dr. S.Bhaduri	Lecturer	M.A., Ph.D.	20 Years
Dr. R.Singh	Lecturer	M.A..Ph.D	15Years

2. Student profile – entry level competencies, socioeconomic status, language proficiency etc.

Students are admitted strictly on merit (on marks basis). Students largely come from rural background from low and middle income group. Students are mostly proficient in Hindi and Regional language. They also have working knowledge of English. The subject is preferred equally by both the genders and the number of girls is increasing steadily for the last few years. The teacher-students ratio can be deceptive as the teachers take classes of subsidiary/general papers also.

Sr. No.	Class	Socioeconomic Status				Total
		SC	ST	OBC	General	
1	B.A. I History	79	32	170	247	528

	Honours					
2	B.A. II History Honours	12	08	24	78	122
3	B.A. III History Honours	30	21	44	75	170

3. Changes made in the courses or programmes during the past two years and the contribution of the faculty to those changes.

The college is an affiliated unit of Vinoba Bhawe University, Hazaribag. Hence, the college has no role to play in the preparation of syllabi. However, the faculty members take active part in framing and modifying the University syllabi of the degree courses from time to time.

4. Trends in the success and dropout rates of students during the past two years

Class	2007-08				2008-09			
	Appear ed	Pass	Result %	No. Failed/ Pending	Appeared	Pass	Result %	No. Failed/ Pending
Deg. I	275	181	66%	93/01	253	105	42%	140/08
Deg. II	172	160	93%	09/03	191	167	87%	12/12
Deg. III	253	239	94%	05/09	187	172	92%	04/11

The dropout rate is fairly low.

5. Learning resources of the departments - library, computers, laboratories and other resources

The department has its library which is quite rich in collection of books. The faculty and students use computers and internet facility at the computer Lab.

6. Modern teaching methods practiced and use of ICT in teaching – learning.

OHPs are used for comprehensive teaching. Lecture method is normally followed. Apart from this procedure, home assignments are also arranged by the faculty. Teachers are available beyond class hours for academic interaction with students.

7. Participation of teachers in academic and personal counseling of students

Teachers of the department are always available for personal guidance to the students. They are very helpful to the students and encourage them for future prospects. Faculty members guide the students depending on their interest of subjects. Teachers regularly participate in special coaching classes for students belonging to SC, ST and minority communities. In addition, students with difficulties are encouraged to have personal discussion outside their

class rooms. Due to this the students – teacher relationship in the department has always remained excellent. Students feel free to seek advice from any teacher, at anytime of the day in the department.

8. Details of faculty development programmes and teachers who have been benefited during the past two years

The teachers of the department have improved their skill by participating in various Refresher/ Orientation courses and Seminars/ Workshops. They regularly act as examiners and are actively engaged in Research works. Most of the teachers have regular research publications.

Name of the teacher	Orientation/ Refresher courses	Seminars/ Workshops	Conferences
Dr. B.P.Rukhaiyar	01 Orientation / 02 Refresher	03	-
Dr. S.K.Singh	Orientation 14/07/08 to 10/08/08 Refresher 02	-	-
Dr. D.K.Agarwal	-	-	-
Dr. S.Bhaduri	Orientation 12/03/07 to 08/04/07 Refresher 06/02/08 to 26/02/08 Refresher 09/09/08 to 29/09/08	-	-
Dr. R.Singh	Orientation 14/07/08 to 10/08/08 Refresher 01	-	-

9. Participation / contribution of teachers to the academic activities including teaching, consultancy and research.

Almost all faculty members are engaged in research work and some research scholars have been registered for Ph. D. work under them in the recent past. One of the teachers works as a resource person in different institutions. Another is the Examination Controller of the college.

Sr. No.	Faculty	Articles	Books
1.	Dr. B.P.Rukhaiyar	02	-
2.	Dr. S.K.Singh	01	-

3.	Dr. D.K.Agarwal	-	-
4.	Dr. S.Bhaduri	01	-
5.	Dr. R.Singh	01	-

10. Collaboration with other departments/ institutions, at the State, National and International levels, and their outcome during the past two years.

There is no collaboration with other departments/ institutions, at the State, National and International levels

11. Priority areas for Research and details of the ongoing projects, important and noteworthy publications of the faculty, during past two years

Priority area for Research is history. The faculty members have nearly 05 publications in various reputed journals/ conference abstracts to their credit for the last five years.

12. Placement record of the past students and the contribution of the department to aid student placements.

Placement facilities for the students are arranged. However, no record has been maintained. It will be maintained in the future.

13. Plan of action of the department for the next five years.

The Department plans to apply for Minor / Major Research Projects in the coming years.

C. Evaluative Report of the Department of HINDI

1. Faculty profile - adequacy and competency of faculty

The Department of Hindi was introduced from the very beginning, i.e from 1979. It has 03 full time permanent Lecturers. The academic condition in terms of quality of faculty and learning transfer process is healthy and adequate. All the teachers of the department are sincerely engaged in scholarly pursuits.

Name of the teacher	Designation	Qualification	Teaching Experience
Dr. A.P. Verma	Lecturer	M.A., Ph.D.	21 Years
Dr. Ratna Chatterjee	Lecturer	M.A., Ph.D.	14 Years
Dr. T. Prasad	Lecturer	M.A., Ph.D.	14 Years

2. Student profile – entry level competencies, socioeconomic status, language proficiency etc.

Students are admitted strictly on merit (on marks basis). Students largely come from rural background from low and middle income group. Students are mostly proficient in Hindi and Regional language. They also have working knowledge of English. The subject is preferred equally by both the genders and the number of girls is increasing steadily for the last few years. The teacher-students ratio can be deceptive as the teachers take classes of subsidiary/general papers also.

Sr. No.	Class	Socioeconomic Status				Total
		SC	ST	OBC	General	
1	B.A. I Hindi Honours	21	24	20	30	95
2	B.A. II Hindi Honours	04	10	04	31	49
3	B.A. III Hindi Honours	02	06	04	21	33

3. Changes made in the courses or programmes during the past two years and the contribution of the faculty to those changes.

The college is an affiliated unit of Vinoba Bhave University, Hazaribag. Hence, the college has no role to play in the preparation of syllabi. However, the faculty members take active part in framing and modifying the University syllabi of the degree courses from time to time.

4. Trends in the success and dropout rates of students during the past two years

Class	2007-08				2008-09			
	Appear ed	Pass	Result %	No. Failed/ Pending	Appeared	Pass	Result %	No. Failed/ Pending
Deg. I	62	32	52%	27/03	56	33	59%	15/08
Deg. II	23	21	91%	02	37	31	84%	04/02
Deg. III	07	06	86%	01	22	18	82%	04

The dropout rate is fairly low.

5. Learning resources of the departments - library, computers, laboratories and other resources

The department has its library which is quite rich in collection of books. The faculty and students use computers and internet facility at the computer Lab.

6. Modern teaching methods practiced and use of ICT in teaching – learning.

OHPs are used for comprehensive teaching. Lecture method is normally followed. Apart from this procedure, home assignments are also arranged by the faculty. Teachers are available beyond class hours for academic interaction with students.

7. Participation of teachers in academic and personal counseling of students

Teachers of the department are always available for personal guidance to the students. They are very helpful to the students and encourage them for future prospects. Faculty members guide the students depending on their interest of subjects. Teachers regularly participate in special coaching classes for students belonging to SC, ST and minority communities. In addition, students with difficulties are encouraged to have personal discussion outside their class rooms. Due to this the students – teacher relationship in the department has always remained excellent. Students feel free to seek advice from any teacher, at anytime of the day in the department.

8. Details of faculty development programmes and teachers who have been benefited during the past two years

The teachers of the department have improved their skill by participating in various Refresher/ Orientation courses and Seminars/ Workshops. They regularly act as examiners and are actively engaged in Research works. The teachers have regular research publications.

Name of the teacher	Orientation/ Refresher courses	Seminars/ Workshops	Conferences
Dr. A.P. Verma	-	03	-
Dr. Ratna Chatterjee	Orientation 03/03/09 to 30/03/09	-	-
Dr. T. Prasad	Orientation 24/11/07 TO 21/12/07-	-	-

9. Participation / contribution of teachers to the academic activities including teaching, consultancy and research.

Almost all faculty members are engaged in research work and nearly some research scholars have been registered for Ph. D. work under them in the recent past.

Sr. No.	Faculty	Articles	Books
1.	Dr. A.P. Verma	25	-

2.	Dr. Ratna Chatterjee	-	-
3.	Dr. T. Prasad	-	-

10. Collaboration with other departments/ institutions, at the State, National and International levels, and their outcome during the past two years.

There is no collaboration with other departments/ institutions, at the State, National and International levels

11. Priority areas for Research and details of the ongoing projects, important and noteworthy publications of the faculty, during past two years

Priority area for Research is Hindi Literature. The faculty members have nearly 25 publications in various reputed journals/ conference abstracts to their credit for the last five years.

12. Placement record of the past students and the contribution of the department to aid student placements.

Placement facilities for the students are arranged. However, no record has been maintained. It will be maintained in the future.

13. Plan of action of the department for the next five years.

The Department plans to apply for Minor / Major Research Projects in the coming years.

C. Evaluative Report of the Department of GEOGRAPHY

1. Faculty profile - adequacy and competency of faculty

The Department of Geography was introduced from the very beginning, i.e from 1979. It has 01 full time permanent Lecturer. The academic condition in terms of quality of faculty and learning transfer process is healthy and adequate. The teacher of the department is sincerely engaged in scholarly pursuits.

Name of the teacher	Designation	Qualification	Teaching Experience
Dr. S.Kumar	Lecturer	M.A., Ph.D.	21 Years

2. Student profile – entry level competencies, socioeconomic status, language proficiency etc.

Students are admitted strictly on merit (on marks basis). Students largely come from rural background from low and middle income group. Students are mostly proficient in Hindi and Regional language. They also have working knowledge of English. The subject is preferred equally by both the genders and the number of girls is increasing steadily for the last few years. The teacher-students ratio can be deceptive as the teachers take classes of subsidiary/general papers also.

Sr. No.	Class	Socioeconomic Status				Total
		SC	ST	OBC	General	
1	B.A.I Geography Honours	23	13	70	98	204
2	B.A.II Geography Honours	12	14	30	64	120
3	B.A.III Geography Honours	09	14	26	43	92

3. Changes made in the courses or programmes during the past two years and the contribution of the faculty to those changes.

The college is an affiliated unit of Vinoba Bhave University, Hazaribag. Hence, the college has no role to play in the preparation of syllabi.

4. Trends in the success and dropout rates of students during the past two years

Class	2007-08				2008-09			
	Appear ed	Pass	Result %	No. Failed/ Pending	Appeared	Pass	Result %	No. Failed/ Pending
Deg. I	195	93	48%	97/05	226	124	55%	90/12
Deg. II	150	117	78%	27/06	118	86	73%	24/08
Deg. III	81	67	83%	09/05Ab	124	107	86%	12/07

The dropout rate is fairly low.

5. Learning resources of the departments - library, computers, laboratories and other resources

The department has its library which is quite rich in collection of books. The laboratory is also very good with modern apparatus.

6. Modern teaching methods practiced and use of ICT in teaching – learning.

OHP is frequently used. Lecture method is normally followed. Special emphasis is laid on conducting practical and field work. Apart from this procedure, home assignments are also arranged by the faculty. The teacher is available beyond class hours for academic interaction with students.

7. Participation of teachers in academic and personal counseling of students

The teacher of the department is always available for personal guidance to the students. He is very helpful to the students and encourages them for future prospects. The faculty member guides the students depending on their interest of subjects. In addition, students with difficulties are encouraged to have personal discussion outside their class rooms. Due to this the students – teacher relationship in the department has always remained excellent. Students feel free to seek advice from any teacher, at anytime of the day in the department.

8. Details of faculty development programmes and teachers who have been benefited during the past two years

The teacher of the department has participated in the Refresher/ Orientation courses and Seminars/ Workshops. He regularly acts as examiner.

Name of the teacher	Orientation/ Refresher courses	Seminars/ Workshops	Conferences
Dr. S. Kumar	Orientation 10/11/2008 to 07/12/2008	01	-

9. Participation / contribution of teachers to the academic activities including teaching, consultancy and research.

The faculty member had been engaged in his research work and has been awarded Ph. D. degree in the recent past.

Sr. No.	Faculty	Articles	Books
1.	Dr. S. Kumar	-	-

10. Collaboration with other departments/ institutions, at the State, National and International levels, and their outcome during the past two years.

There is no collaboration with other departments/ institutions, at the State, National and International levels..

11. Priority areas for Research and details of the ongoing projects, important and noteworthy publications of the faculty, during past two years

Nothing has been done in this field.

12. Placement record of the past students and the contribution of the department to aid student placements.

Placement facilities for the students are arranged. However, no record has been maintained. It will be maintained in the future.

13. Plan of action of the department for the next five years.

The department has plans to enrich the laboratory and to apply for Minor / Major Projects.

C. Evaluative Report of the Department of ECONOMICS

1. Faculty profile - adequacy and competency of faculty

The Department of Economics was introduced from the very beginning, i.e from 1979. It has 03 full time permanent Lecturers. The academic condition in terms of quality of faculty and learning transfer process is healthy and adequate. All the teachers of the department are sincerely engaged in scholarly pursuits.

Name of the teacher	Designation	Qualification	Teaching Experience
D.N.Singh	Lecturer	M.A.	31 Years
Dr. S. Kumar	Lecturer	M.A., Ph.D.	24 Years
Dr. R. P. Pandey	Lecturer	M.A., Ph.D.	24 Years

2. Student profile – entry level competencies, socioeconomic status, language proficiency etc.

Students are admitted strictly on merit (on marks basis). Students largely come from rural background from low and middle income group. Students are mostly proficient in Hindi and Regional language. They also have working knowledge of English. The subject is preferred equally by both the genders and the number of girls is increasing steadily for the last few years. The teacher-students ratio can be deceptive as the teachers take classes of subsidiary/general papers also.

Sr. No.	Class	Socioeconomic Status				Total
		SC	ST	OBC	General	
1	B.A.I Economics Honours	34	07	78	110	229
2	B.A.II Economics Honours	04	04	12	27	47
3	B.A.III	05	02	16	47	70

	Economics Honours					
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3. Changes made in the courses or programmes during the past two years and the contribution of the faculty to those changes.

The college is an affiliated unit of Vinoba Bhave University, Hazaribag. Hence, the college has no role to play in the preparation of syllabi. However, the faculty members take active part in framing and modifying the University syllabi of the degree courses from time to time.

4. Trends in the success and dropout rates of students during the past two years

Class	2007-08				2008-09			
	Appear ed	Pass	Result %	No. Failed/ Pending	Appeared	Pass	Result %	No. Failed/ Pending
Deg. I	109	81	74%	22/06	111	46	41%	52/13
Deg. II	120	103	86%	15/02	97	70	72%	20/07
Deg. III	176	143	81%	28/13	142	124	87%	05/13

The dropout rate is fairly low.

5. Learning resources of the departments - library, computers, laboratories and other resources

The department has its library which is quite rich in collection of books. The faculty and students use computers and internet facility at the computer Lab.

6. Modern teaching methods practiced and use of ICT in teaching – learning.

OHPs are used for comprehensive teaching. Lecture method is normally followed. Apart from this procedure, home assignments are also arranged by the faculty. Teachers are available beyond class hours for academic interaction with students.

7. Participation of teachers in academic and personal counseling of students

Teachers of the department are always available for personal guidance to the students. They are very helpful to the students and encourage them for future prospects. Faculty members guide the students depending on their interest of subjects. Teachers regularly participate in special coaching classes for students belonging to SC, ST and minority communities. In addition, students with difficulties are encouraged to have personal discussion outside their class rooms. Due to this the students – teacher relationship in the department has always remained excellent. Students feel free to seek advice from any teacher, at anytime of the day in the department.

8. Details of faculty development programmes and teachers who have been benefited during the past two years

The teachers of the department have improved their skill by participating in various Refresher/ Orientation courses and Seminars/ Workshops. They regularly act as examiners and are actively engaged in Research works.

Name of the teacher	Orientation/ Refresher courses	Seminars/ Workshops	Conferences
D.N.Singh	-	01	-
Dr. S. Kumar	-	-	-
Dr. R. P. Pandey	Orientation 24/11/07 to 21/12/07	01	-

9. Participation / contribution of teachers to the academic activities including teaching, consultancy and research.

The faculty members are engaged in research work .

Sr. No.	Faculty	Articles	Books
1.	D.N.Singh	-	-
2.	Dr. S. Kumar	-	-
3.	Dr. R. P. Pandey	-	-

10. Collaboration with other departments/ institutions, at the State, National and International levels, and their outcome during the past two years.

There is no collaboration with other departments/ institutions, at the State, National and International levels

11. Priority areas for Research and details of the ongoing projects, important and noteworthy publications of the faculty, during past two years

Priority areas for Research are economics. The faculty members have no publications.

12. Placement record of the past students and the contribution of the department to aid student placements.

Placement facilities for the students are arranged. However, no record has been maintained. It will be maintained in the future.

13. Plan of action of the department for the next five years.

The Department plans to apply for Minor / Major Research Projects in the coming years.

Evaluative Report of the Department of SOCIOLOGY

1. Faculty profile - adequacy and competency of faculty

The Department of Sociology was introduced from the very beginning, i.e from 1979. It has 03 full time permanent Lecturers. The academic condition in terms of quality of faculty and learning transfer process is healthy and adequate. All the teachers of the department are sincerely engaged in scholarly pursuits.

Name of the teacher	Designation	Qualification	Teaching Experience
Dr. K.K.Akhaury	Lecturer	M.A., LLB	24 Years
S.K.Karan	Lecturer	M.A., M.Phil.	21 Years
Dr. L.Rana	Lecturer	M.A., Ph.D.	20 Years

2. Student profile – entry level competencies, socioeconomic status, language proficiency etc.

Students are admitted strictly on merit (on marks basis). Students largely come from rural background from low and middle income group. Students are mostly proficient in Hindi and Regional language. They also have working knowledge of English. The subject is preferred equally by both the genders and the number of girls is increasing steadily for the last few years. The teacher-students ratio can be deceptive as the teachers take classes of subsidiary/general papers also.

Sr. No.	Class	Socioeconomic Status				Total
		SC	ST	OBC	General	
1	B.A.I Sociology Honours	33	07	72	119	229
2	B.A.II Sociology Honours	18	07	34	105	164
3	B.A.III Sociology	12	14	33	75	134

	Honours					
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3. Changes made in the courses or programmes during the past two years and the contribution of the faculty to those changes.

The college is an affiliated unit of Vinoba Bhave University, Hazaribag. Hence, the college has no role to play in the preparation of syllabi. However, the faculty members take active part in framing and modifying the University syllabi of the degree courses from time to time.

4. Trends in the success and dropout rates of students during the past two years

Class	2007-08				2008-09			
	Appear ed	Pass	Result %	No. Failed/ Pending	Appeared	Pass	Result %	No. Failed/ Pending
Deg. I	215	156	73%	54/05	228	161	71%	59/08
Deg. II	129	117	91%	10/02	155	125	81%	21/09
Deg. III	107	101	94%	05/01	131	112	85%	12/07

The dropout rate is fairly low.

5. Learning resources of the departments - library, computers, laboratories and other resources

The department has its library which is quite rich in collection of books. The faculty and students use computers and internet facility at the computer Lab.

6. Modern teaching methods practiced and use of ICT in teaching – learning.

OHPs are used for comprehensive teaching. Lecture method is normally followed. Apart from this procedure, home assignments are also arranged by the faculty. Teachers are available beyond class hours for academic interaction with students.

7. Participation of teachers in academic and personal counseling of students

Teachers of the department are always available for personal guidance to the students. They are very helpful to the students and encourage them for future prospects. Faculty members guide the students depending on their interest of subjects. Teachers regularly participate in special coaching classes for students belonging to SC, ST and minority communities. In addition, students with difficulties are encouraged to have personal discussion outside their class rooms. Due to this the students – teacher relationship in the department has always remained excellent. Students feel free to seek advice from any teacher, at anytime of the day in the department.

8. Details of faculty development programmes and teachers who have been benefited during the past two years

The teachers of the department have improved their skill by participating in various Refresher/ Orientation courses and Seminars/ Workshops. They regularly act as examiners and are actively engaged in Research works. One of the teachers has research publication.

Name of the teacher	Orientation/ Refresher courses	Seminars/ Workshops	Conferences
Dr. K.K.Akhaury	Orientation 24/11/07 to 21/12/07 Refresher 04/12/06 to 24/12/06 Refresher 08/08/08 to 28/08/08	-	-
S.K.Karan	Orientation 09/03/07 to 05/04/07 Refresher 06/02/08 to 26/02/08	-	--
Dr. L.Rana	Refresher 09/09/08 to 29/09/08	-	-

9. Participation / contribution of teachers to the academic activities including teaching, consultancy and research.

The faculty members are engaged in research work .

Sr. No.	Faculty	Articles	Books
1.	Dr. K.K.Akhaury	01	-
2.	S.K.Karan	-	-
3.	Dr. L.Rana	-	-

10. Collaboration with other departments/ institutions, at the State, National and International levels, and their outcome during the past two years.

There is no collaboration with other departments/ institutions, at the State, National and International levels

11. Priority areas for Research and details of the ongoing projects, important and noteworthy publications of the faculty, during past two years

Priority area for Research is Sociology.

12. Placement record of the past students and the contribution of the department to aid student placements.

Placement facilities for the students are arranged. However, no record has been maintained. It will be maintained in the future.

13. Plan of action of the department for the next five years.

The Department plans to apply for Minor / Major Research Projects in the coming years.

Evaluative Report of the Department of PHILOSOPHY

1. Faculty profile - adequacy and competency of faculty

The Department of Philosophy was introduced from the very beginning, i.e from 1979. It has 05 full time permanent Lecturers. The academic condition in terms of quality of faculty and learning transfer process is healthy and adequate. All the teachers of the department are sincerely engaged in scholarly pursuits.

Name of the teacher	Designation	Qualification	Teaching Experience
Dr. A.Mallick	Lecturer	M.A., Ph.D.	26Years
Dr.A.K.Vishwakarma	Lecturer	M.A., Ph.D..	20Years
Dr. A.K.Gupta	Lecturer	M.A., Ph.D.	20 Years
Dr.M.Ambasta	Lecturer	M.A., Ph.D.	20 Years

2. Student profile – entry level competencies, socioeconomic status, language proficiency etc.

Students are admitted strictly on merit (on marks basis). Students largely come from rural background from low and middle income group. Students are mostly proficient in Hindi and Regional language. They also have working knowledge of English. The subject is not in preference these days. The teacher-students ratio can be deceptive as the teachers take classes of subsidiary/general papers also.

Sr. No.	Class	Socioeconomic Status				Total
		SC	ST	OBC	General	
1	B.A.I Philosophy Honours	-	-	-	04	04
2	B.A.II	-	-	-	-	-

	Philosophy Honours					
3	B.A.III Philosophy Honours	-	-	-	-	-

3. Changes made in the courses or programmes during the past two years and the contribution of the faculty to those changes.

The college is an affiliated unit of Vinoba Bhave University, Hazaribag. Hence, the college has no role to play in the preparation of syllabi. However, the faculty members take active part in framing and modifying the University syllabi of the degree courses from time to time.

4. Trends in the success and dropout rates of students during the past two years

Class	2007-08				2008-09			
	Appear ed	Pass	Result %	No. Failed/ Pending	Appeared	Pass	Result %	No. Failed/ Pending
Deg. I	01	01	100%	-	03	02	67%	01
Deg. II	03	03	100%	-	02	02	100%	-
Deg. III	Nil	Nil	-	-	03	03	100%	-

The dropout rate is fairly low.

5. Learning resources of the departments - library, computers, laboratories and other resources

The department has its library which is quite rich in collection of books. The faculty and students use computers and internet facility at the computer Lab.

6. Modern teaching methods practiced and use of ICT in teaching – learning.

OHPs are used for comprehensive teaching. Lecture method is normally followed. Apart from this procedure, home assignments are also arranged by the faculty. Teachers are available beyond class hours for academic interaction with students.

7. Participation of teachers in academic and personal counseling of students

Teachers of the department are always available for personal guidance to the students. They are very helpful to the students and encourage them for future prospects. Faculty members guide the students depending on their interest of subjects. Teachers regularly participate in special coaching classes for students belonging to SC, ST and minority communities. In addition, students with difficulties are encouraged to have personal discussion outside their class rooms. Due to this the students – teacher relationship in the department has always

remained excellent. Students feel free to seek advice from any teacher, at anytime of the day in the department.

8. Details of faculty development programmes and teachers who have been benefited during the past two years

The teachers of the department have improved their skill by participating in various Refresher/ Orientation courses. They regularly act as examiners and are actively engaged in Research works.

Name of the teacher	Orientation/ Refresher courses	Seminars/ Workshops	Conferences
Dr. A.Mallick	Orientation 14/07/08 to 10/08/08	-	-
Dr. A.Gupta	Refresher 08/08/08 to 28/08/08	-	-
Dr.A. Vishwakarma	Orientation 03/03/08 to 30/03/08 Refresher 10/07/08 to 30/07/08	-	-
Dr M. Ambashta	Orientation 14/07/08 to 10/08/08	-	-

9. Participation / contribution of teachers to the academic activities including teaching, consultancy and research.

The faculty members have no publications or significant contribution.

Sr. No.	Faculty	Articles	Books
1.	Dr. A.Mallick	-	-
2.	Dr.A. K.Vishwakarma	-	-
3.	Dr. A.K.Gupta	-	-
4.	Dr.M.Ambasta	-	-

10. Collaboration with other departments/ institutions, at the State, National and International levels, and their outcome during the past two years.

There is no collaboration with other departments/ institutions, at the State, National and International levels

11. Priority areas for Research and details of the ongoing projects, important and noteworthy publications of the faculty, during past two years

Nothing significant has been done in this regard.

12. Placement record of the past students and the contribution of the department to aid student placements.

Placement facilities for the students are arranged. However, no record has been maintained. It will be maintained in the future.

13. Plan of action of the department for the next five years.

The Department plans to popularize the subject.

C. Evaluative Report of the Department of POLITICAL SCIENCE

1. Faculty profile - adequacy and competency of faculty

The Department of Political science was introduced from the very beginning, i.e from 1979. It has 02 full time permanent Lecturers. The academic condition in terms of quality of faculty and learning transfer process is healthy and adequate. All the teachers of the department are sincerely engaged in scholarly pursuits.

Name of the teacher	Designation	Qualification	Teaching Experience
B.B.prasad	Lecturer	M.A.	25 Years
S.Kumar	Lecturer	M.A.	21 Years

2. Student profile – entry level competencies, socioeconomic status, language proficiency etc.

Students are admitted strictly on merit (on marks basis). Students largely come from rural background from low and middle income group. Students are mostly proficient in Hindi and Regional language. They also have working knowledge of English. The subject is preferred equally by both the genders and the number of girls is increasing steadily for the last few years. The teacher-students ratio can be deceptive as the teachers take classes of subsidiary/general papers also.

Sr.	Class	Socioeconomic Status	Total
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No.		SC	ST	OBC	General	
1	B.A. I Political Science Honours	48	18	123	118	307
2	B.A. II Political Science Honours	18	08	33	99	158
3	B.A. III Political Science Honours	17	11	34	57	119

3. Changes made in the courses or programmes during the past two years and the contribution of the faculty to those changes.

The college is an affiliated unit of Vinoba Bhave University, Hazaribag. Hence, the college has no role to play in the preparation of syllabi. However, the faculty members take active part in framing and modifying the University syllabi of the degree courses from time to time.

4. Trends in the success and dropout rates of students during the past two years

Class	2007-08				2008-09			
	Appear ed	Pass	Result %	No. Failed/ Pending	Appeared	Pass	Result %	No. Failed/ Pending
Deg. I	244	139	57%	95/10	203	142	70%	58/04
Deg. II	99	88	89%	09/02	136	119	88%	12/05
Deg. III	98	95	97%	03/01	92	80	87%	07/05

The dropout rate is fairly low.

5. Learning resources of the departments - library, computers, laboratories and other resources

The department has its library which is quite rich in collection of books. The faculty and students use computers and internet facility at the computer Lab.

6. Modern teaching methods practiced and use of ICT in teaching – learning.

OHPS, and computers are used for comprehensive teaching. Lecture method is normally followed. Apart from this procedure, home assignments are also arranged by the faculty. Teachers are available beyond class hours for academic interaction with students.

7. Participation of teachers in academic and personal counseling of students

Teachers of the department are always available for personal guidance to the students. They are very helpful to the students and encourage them for future prospects. Faculty members guide the students depending on their interest of subjects. Teachers regularly participate in special coaching classes for students belonging to SC, ST and minority communities. In addition, students with difficulties are encouraged to have personal discussion outside their class rooms. Due to this the students – teacher relationship in the department has always remained excellent. Students feel free to seek advice from any teacher, at anytime of the day in the department.

8. Details of faculty development programmes and teachers who have been benefited during the past two years

The teachers of the department have improved their skill by participating in various Refresher/ Orientation courses and Seminars/ Workshops. They regularly act as examiners and are actively engaged in Research works.

Name of the teacher	Orientation/ Refresher courses	Seminars/ Workshops	Conferences
B.B.prasad	Refresher 08/08/08 to 28/08/08	-	-
S.Kumar	Refresher 06/02/08 to 26/02/08 Orientation 09/03/07 to 05/04/07	01	-

9. Participation / contribution of teachers to the academic activities including teaching, consultancy and research.

One faculty member is engaged in research work and has submitted his thesis for the award of Ph.D. degree.

Sr. No.	Faculty	Articles	Books
1.	B.B.prasad	-	-
	S.Kumar	03	-

10. Collaboration with other departments/ institutions, at the State, National and International levels, and their outcome during the past two years.

There is no collaboration with other departments/ institutions, at the State, National and International levels

11. Priority areas for Research and details of the ongoing projects, important and noteworthy publications of the faculty, during past two years

Priority area for Research is political thoughts. The faculty members have 03 publications in various reputed journals/ conference abstracts to their credit for the last five years.

12. Placement record of the past students and the contribution of the department to aid student placements.

Placement facilities for the students are arranged. However, no record has been maintained. It will be maintained in the future.

13. Plan of action of the department for the next five years.

Despite various constraints, the department has plans to work in the field of Social Engineering. The Department also plans to apply for Minor / Major Research Projects in the coming years.

C. Evaluative Report of the Department of ENGLISH

1. Faculty profile - adequacy and competency of faculty

The Department of English was introduced from the very beginning, i.e from 1979. It has 03 full time Lecturers. The academic condition in terms of quality of faculty and learning transfer process is healthy and adequate. All the teachers of the department are sincerely engaged in scholarly pursuits.

Name of the teacher	Designation	Qualification	Teaching Experience
Dr. R.P.Sinha	Lecturer	M.A., Ph.D., PGDTE	21 Years
Dr. D.Mallick	Lecturer	M.A., Ph.D.	15 Years
Smt. C. Singh	Lecturer	M.A.	15 Years

2. Student profile – entry level competencies, socioeconomic status, language proficiency etc.

Students are admitted strictly on merit (on marks basis). Students largely come from rural background from low and middle income group. Students are mostly proficient in Hindi and Regional language. They also have working knowledge of English. The subject is preferred equally by both the genders and the number of girls is increasing steadily for the last few years. The teacher-students ratio can be deceptive as the teachers take classes of subsidiary/general papers also.

Sr. No.	Class	Socioeconomic Status				Total
		SC	ST	OBC	General	

1	B.A.I English Honours	16	03	34	54	107
2	B.A.II English Honours	03	03	10	40	56
3	B.A.III English Honours	04	02	11	17	34

3. Changes made in the courses or programmes during the past two years and the contribution of the faculty to those changes.

The college is an affiliated unit of Vinoba Bhave University, Hazaribag. Hence, the college has no role to play in the preparation of syllabi. However, the faculty members take active part in framing and modifying the University syllabi of the degree courses from time to time.

4. Trends in the success and dropout rates of students during the past two years

Class	2007-08				2008-09			
	Appear ed	Pass	Result %	No. Failed/ Pending	Appeared	Pass	Result %	No. Failed/ Pending
Deg. I	131	52	40%	74/05	92	59	64%	27/06
Deg. II	37	35	95%	02	52	42	81%	07/03
Deg. III	20	15	75%	03/02	41	33	80%	07/01

The dropout rate is fairly low.

5. Learning resources of the departments - library, computers, laboratories and other resources

The department has its library which is quite rich in collection of books. The faculty and students use computers and internet facility at the computer Lab.

6. Modern teaching methods practiced and use of ICT in teaching – learning.

OHPS, and computers are used for comprehensive teaching. Lecture method is normally followed. Apart from this procedure, home assignments are also arranged by the faculty. Teachers are available beyond class hours for academic interaction with students.

7. Participation of teachers in academic and personal counseling of students

Teachers of the department are always available for personal guidance to the students. They are very helpful to the students and encourage them for future prospects. Faculty members guide the students depending on their interest of subjects. Teachers regularly participate in special coaching classes for students belonging to SC, ST and minority communities. In addition, students with difficulties are encouraged to have personal discussion outside their

class rooms. Due to this the students – teacher relationship in the department has always remained excellent. Students feel free to seek advice from any teacher, at anytime of the day in the department.

8. Details of faculty development programmes and teachers who have been benefited during the past two years

One teacher of the department has improved his skill by participating in various Orientation course and Seminar. They regularly act as examiners / observers / tabulators / resource person and are actively engaged in Research works. Most of the teachers have regular research publications.

Name of the teacher	Orientation/ Refresher courses	Seminars/ Workshops	Conferences
Dr. R.P.Sinha	Orientation 03/03/08 to 30/03/08	01	-
Dr. D.Mallick	-	-	-
Smt. C. Singh	-	-	-

9. Participation / contribution of teachers to the academic activities including teaching, consultancy and research.

The faculty members are engaged in research work and one is likely to submit her thesis for the award of Ph.D. degree. Two research scholars are registered for Ph. D. work under them in the recent past.

Sr. No.	Faculty	Articles	Books
1.	Dr. R.P.Sinha	04	01
2.	Dr. D.Mallick	02	
3.	Smt. C. Singh	01	

10. Collaboration with other departments/ institutions, at the State, National and International levels, and their outcome during the past two years.

There is no collaboration with other departments/ institutions, at the State, National and International levels. But the teachers of the University department of English have assured to take classes as and when required.

11. Priority areas for Research and details of the ongoing projects, important and noteworthy publications of the faculty, during past two years

Priority area for Research is language and literature. The faculty members have nearly 08 publications in various reputed journals/ conference abstracts to their credit for the last five years..

12. Placement record of the past students and the contribution of the department to aid student placements.

Placement facilities for the students are arranged. However, no record has been maintained. It will be maintained in the future.

13. Plan of action of the department for the next five years.

Despite various constraints, the department has plans to establish Language Lab in the near future. The Department also plans to apply for Minor / Major Research Projects in the coming years.

C. Evaluative Report of the Department of URDU

1. Faculty profile - adequacy and competency of faculty

The Department of Urdu was introduced from the very beginning, i.e from 1979. It has 01 Part Time Lecturer. The academic condition in terms of quality of faculty and learning transfer process is healthy and adequate. The teacher of the department is sincerely engaged in scholarly pursuits.

2. Student profile – entry level competencies, socioeconomic status, language proficiency etc.

Students are admitted strictly on merit (on marks basis). Students largely come from rural background from low and middle income group. Students are mostly proficient in Urdu, Hindi and Regional language. They also have working knowledge of English. The subject is preferred equally by both the genders and the number of girls is increasing steadily for the last few years. The teacher-students ratio can be deceptive as the teachers take classes of subsidiary/general papers also.

Sr. No.	Class	Socioeconomic Status				Total
		SC	ST	OBC	General	
1	B.A.I Urdu Honours	-	-	14	02	16
2	B.A.II Urdu Honours	-	-	09	-	09
3	B.A.III Urdu Honours	-	-	12	02	14

3. Changes made in the courses or programmes during the past two years and the contribution of the faculty to those changes.

The college is an affiliated unit of Vinoba Bhave University, Hazaribag. Hence, the college has no role to play in the preparation of syllabi.

4. Trends in the success and dropout rates of students during the past two years

Class	2007-08				2008-09			
	Appear ed	Pass	Result %	No. Failed/ Pending	Appeared	Pass	Result %	No. Failed/ Pending
Deg. I	19	17	89%	02/01	11	08	73%	02/01
Deg. II	03	02	67%	01	14	13	93%	01
Deg. III	03	03	100%	-	02	01	50%	01

The dropout rate is fairly low.

5. Learning resources of the departments - library, computers, laboratories and other resources

The department has its library which is quite rich in collection of books. The faculty and students use computers and internet facility at the computer Lab.

6. Modern teaching methods practiced and use of ICT in teaching – learning.

Lecture method is normally followed. Apart from this procedure, home assignments are also arranged by the faculty. The teacher is available beyond class hours for academic interaction with students.

7. Participation of teachers in academic and personal counseling of students

The teacher of the department is available for personal guidance to the students. He is very helpful to the students and encourages them for future prospects. The faculty member guides the students depending on their interest of subjects. In addition, students with difficulties are encouraged to have personal discussion outside their class rooms. Due to this the students – teacher relationship in the department has always remained excellent. Students now feel free to seek advice from any teacher, at anytime of the day in the department.

8. Details of faculty development programmes and teachers who have been benefited during the past two years

No record available as the teacher is employed elsewhere.

9. Participation / contribution of teachers to the academic activities including teaching, consultancy and research.

No record available as the teacher is employed elsewhere.

10. Collaboration with other departments/ institutions, at the State, National and International levels, and their outcome during the past two years.

There is no collaboration with other departments/ institutions, at the State, National and International levels.

11. Priority areas for Research and details of the ongoing projects, important and noteworthy publications of the faculty, during past two years

No record available as the teacher is employed elsewhere.

12. Placement record of the past students and the contribution of the department to aid student placements.

Placement facilities for the students are arranged. However, no record has been maintained. It will be maintained in the future.

13. Plan of action of the department for the next five years.

Despite various constraints, the department has plans to recruit a Full Time teacher.

C. Evaluative Report of the Department of PHYSICS

1. Faculty profile - adequacy and competency of faculty

The Department of Physics was introduced from the very beginning, i.e from 1979. It has 01 full time permanent Lecturer and 01 Part Time Lecturer. The academic condition in terms of quality of faculty and learning transfer process is healthy and adequate. The teachers of the department are sincerely engaged in scholarly pursuits.

Name of the teacher	Designation	Qualification	Teaching Experience
Dr. A.K.Srivastav	Lecturer	M.Sc., Ph.D.	25 Years
D.Gangopadhyay	Lecturer	M.Sc.	11 Years

2. Student profile – entry level competencies, socioeconomic status, language proficiency etc.

Students are admitted strictly on merit (on marks basis). Students largely come from rural background from low and middle income group. Students are mostly proficient in Hindi and Regional language. They also have working knowledge of English. The subject is preferred equally by both the genders and the number of girls is increasing steadily for the last few years. The teacher-students ratio can be deceptive as the teachers take classes of subsidiary/general papers also.

Sr. No.	Class	Socioeconomic Status				Total
		SC	ST	OBC	General	
1	B.Sc. I Physics	17	06	170	65	258

	Honours					
2	B.Sc. II Physics Honours	03	00	32	06	41
3	B.Sc. III Physics Honours	01	-	27	07	35

3. Changes made in the courses or programmes during the past two years and the contribution of the faculty to those changes.

The college is an affiliated unit of Vinoba Bhave University, Hazaribag. Hence, the college has no role to play in the preparation of syllabi.

4. Trends in the success and dropout rates of students during the past two years

Class	2007-08				2008-09			
	Appear ed	Pass	Result %	No. Failed/ Pending	Appeared	Pass	Result %	No. Failed/ Pending
Deg. I	131	37	28%	86/08	166	32	19%	115/19
Deg. II	64	42	66%	22	58	37	64%	18
Deg. III	21	15	71%	06	48	43	90%	04/01

The dropout rate is fairly low.

5. Learning resources of the departments - library, computers, laboratories and other resources

The department has its library which is quite rich in collection of books. The laboratory is also very good and equipped with modern apparatus.

6. Modern teaching methods practiced and use of ICT in teaching – learning.

OHP is frequently used. Lecture method is normally followed. Special emphasis is laid on conducting practical. Apart from this procedure, home assignments are also arranged by the faculty. The teachers are available beyond class hours for academic interaction with students.

7. Participation of teachers in academic and personal counseling of students

The teachers of the department are always available for personal guidance to the students. They are very helpful to the students and encourages them for future prospects. The faculty members guide the students depending on their interest of subjects. In addition, students with difficulties are encouraged to have personal discussion outside their class rooms. Due to this the students – teacher relationship in the department has always remained excellent. Students feel free to seek advice from any teacher, at anytime of the day in the department.

8. Details of faculty development programmes and teachers who have been benefited during the past two years

One teacher of the department has participated in the Refresher/ Orientation courses. He regularly acts as examiner.

Name of the teacher	Orientation/ Refresher courses	Seminars/ Workshops	Conferences
Dr. A.K.Srivastav	Orientation 03/03/08 to 30/03/08 Refresher 08/08/08 to 28/08/08	-	-
D.Gangopadhyay	-	-	--

9. Participation / contribution of teachers to the academic activities including teaching, consultancy and research.

The faculty members have been engaged in research work.

Sr. No.	Faculty	Articles	Books
1.	Dr. A.Srivastav	01	-
	D.Gangopadhyay	-	-

10. Collaboration with other departments/ institutions, at the State, National and International levels, and their outcome during the past two years.

There is no collaboration with other departments/ institutions, at the State, National and International levels..

11. Priority areas for Research and details of the ongoing projects, important and noteworthy publications of the faculty, during past two years

Priority area of research is Physics.

12. Placement record of the past students and the contribution of the department to aid student placements.

Placement facilities for the students are arranged. However, no record has been maintained. It will be maintained in the future.

13. Plan of action of the department for the next five years.

The department has plans to enrich the laboratory and to apply for Minor / Major Projects.

C. Evaluative Report of the Department of CHEMISTRY

1. Faculty profile - adequacy and competency of faculty

The Department of Chemistry was introduced from the very beginning, i.e from 1979. It has 02 full time permanent Lecturers. The academic condition in terms of quality of faculty and learning transfer process is healthy and adequate. The teachers of the department are sincerely engaged in scholarly pursuits.

Name of the teacher	Designation	Qualification	Teaching Experience
S.K.Baxi	Lecturer	M.Sc.	28 Years
P.K.Sinha	Lecturer	M.Sc.	19 Years

2. Student profile – entry level competencies, socioeconomic status, language proficiency etc.

Students are admitted strictly on merit (on marks basis). Students largely come from rural background from low and middle income group. Students are mostly proficient in Hindi and Regional language. They also have working knowledge of English. The subject is preferred equally by both the genders and the number of girls is increasing steadily for the last few years. The teacher-students ratio can be deceptive as the teachers take classes of subsidiary/general papers also.

Sr. No.	Class	Socioeconomic Status				Total
		SC	ST	OBC	General	
1	B.Sc.I Chemistry Honours	03	02	48	19	72
2	B.Sc.II Chemistry Honours	01	-	11	03	15
3	B.Sc.III Chemistry Honours	01	-	14	01	18

3. Changes made in the courses or programmes during the past two years and the contribution of the faculty to those changes.

The college is an affiliated unit of Vinoba Bhave University, Hazaribag. Hence, the college has no role to play in the preparation of syllabi.

4. Trends in the success and dropout rates of students during the past two years

Class	2007-08				2008-09			
	Appear ed	Pass	Result %	No. Failed/ Pending	Appeared	Pass	Result %	No. Failed/ Pending
Deg. I	63	17	27%	46	65	09	14%	42/14
Deg. II	39	19	49%	19/01	25	13	52%	11/01
Deg. III	10	04	40%	06	25	17	68%	06/02

The dropout rate is fairly low.

5. Learning resources of the departments - library, computers, laboratories and other resources

The department has its library which is quite rich in collection of books. The laboratory is also very good and equipped with modern apparatus.

6. Modern teaching methods practiced and use of ICT in teaching – learning.

OHP is frequently used. Lecture method is normally followed. Special emphasis is laid on conducting practical. Apart from this procedure, home assignments are also arranged by the faculty. The teachers are available beyond class hours for academic interaction with students.

7. Participation of teachers in academic and personal counseling of students

The teachers of the department are always available for personal guidance to the students. They are very helpful to the students and encourages them for future prospects. The faculty members guide the students depending on their interest of subjects. In addition, students with difficulties are encouraged to have personal discussion outside their class rooms. Due to this the students – teacher relationship in the department has always remained excellent. Students feel free to seek advice from any teacher, at anytime of the day in the department.

8. Details of faculty development programmes and teachers who have been benefited during the past two years

One teacher of the department has participated in the Refresher/ Orientation courses. They regularly act as examiner.

Name of the teacher	Orientation/ Refresher courses	Seminars/ Workshops	Conferences
S.K.Baxi	-	-	-
P.K.Sinha	Refresher 05/12/08 to 25/12/08 01 Orientation	-	-

9. Participation / contribution of teachers to the academic activities including teaching, consultancy and research.

The faculty members have been engaged in research work.

Sr. No.	Faculty	Articles	Books
1.	S.K.Baxi	-	-
	P.K.Sinha	-	-

10. Collaboration with other departments/ institutions, at the State, National and International levels, and their outcome during the past two years.

There is no collaboration with other departments/ institutions, at the State, National and International levels..

11. Priority areas for Research and details of the ongoing projects, important and noteworthy publications of the faculty, during past two years

Nothing to mention in this regard.

12. Placement record of the past students and the contribution of the department to aid student placements.

Placement facilities for the students are arranged. However, no record has been maintained. It will be maintained in the future.

13. Plan of action of the department for the next five years.

The department has plans to enrich the laboratory and to apply for Minor / Major Projects.

C. Evaluative Report of the Department of MATHEMATICS

1. Faculty profile - adequacy and competency of faculty

The Department of Mathematics was introduced from the very beginning, i.e from 1979. It has 05 full time Lecturers. The academic condition in terms of quality of faculty and learning transfer process is healthy and adequate. The teachers of the department are sincerely engaged in scholarly pursuits.

Name of the teacher	Designation	Qualification	Teaching Experience
A.K. Sinha	Lecturer	M.Sc.	28Years
Dr.P.K.Sinha	Lecturer	M.Sc., Ph.D.	26Years
Dr.N.Anwar	Lecturer	M.Sc., Ph.D.	20Years

P.K.Singh	Lecturer	M.Sc.	15Years
B.Dhar	Lecturer	M.Sc	10Years

2. Student profile – entry level competencies, socioeconomic status, language proficiency etc.

Students are admitted strictly on merit (on marks basis). Students largely come from rural background from low and middle income group. Students are mostly proficient in Hindi and Regional language. They also have working knowledge of English. The subject is preferred equally by both the genders and the number of girls is increasing steadily for the last few years. The teacher-students ratio can be deceptive as the teachers take classes of subsidiary/general papers also.

Sr. No.	Class	Socioeconomic Status				Total
		SC	ST	OBC	General	
1	B.Sc. I Maths Honours	04	02	137	58	201
2	B.Sc. II Maths Honours	-	-	31	03	34
3	B.Sc. III Maths Honours	01	-	35	04	40

3. Changes made in the courses or programmes during the past two years and the contribution of the faculty to those changes.

The college is an affiliated unit of Vinoba Bhave University, Hazaribag. Hence, the college has no role to play in the preparation of syllabi.

4. Trends in the success and dropout rates of students during the past two years

Class	2007-08				2008-09			
	Appear ed	Pass	Result %	No. Failed/ Pending	Appeared	Pass	Result %	No. Failed/ Pending
Deg. I Maths	68	36	53%	29/03	92	28	30%	58/06
Deg. II Maths	53	38	72%	15	47	35	74%	09/03
Deg. III Maths	11	11	100%	-	42	40	95%	02

The dropout rate is fairly low.

5. Learning resources of the departments - library, computers, laboratories and other resources

The department has its library which is quite rich in collection of books.

6. Modern teaching methods practiced and use of ICT in teaching – learning.

OHP is frequently used. Lecture method is normally followed. Special emphasis is laid on conducting practical. Apart from this procedure, home assignments are also arranged by the faculty. The teachers are available beyond class hours for academic interaction with students.

7. Participation of teachers in academic and personal counseling of students

The teachers of the department are always available for personal guidance to the students. They are very helpful to the students and encourages them for future prospects. The faculty member guides the students depending on their interest of subjects. In addition, students with difficulties are encouraged to have personal discussion outside their class rooms. Due to this the students – teacher relationship in the department has always remained excellent. Students feel free to seek advice from any teacher, at anytime of the day in the department.

8. Details of faculty development programmes and teachers who have been benefited during the past two years

The teachers of the department have participated in the Refresher/ Orientation courses. They regularly act as examiner.

Name of the teacher	Orientation/ Refresher courses	Seminars/ Workshops	Conferences
A.K. Sinha			
Dr.P.K.Sinha	Refresher 15/03/07 to 04/04/07 Refresher 06/02/08 to 26/02/08 Orientation 08/01/09 to 04/02/09		
Dr.N.Anwar	Refresher 15/03/07 to 04/04/07 Refresher 06/02/08 to 26/02/08		
P.K.Singh			
B.Dhar	Refresher 15/03/07 to 04/04/07		

9. Participation / contribution of teachers to the academic activities including teaching, consultancy and research.

The faculty members have been engaged in research work.

Sr. No.	Faculty	Articles	Books
1.	A.K. Sinha	--	-
	Dr.P.K.Sinha	02	-
	Dr.N.Anwar	-	-
	P.K.Singh	-	-
	B.Dhar	-	-

10. Collaboration with other departments/ institutions, at the State, National and International levels, and their outcome during the past two years.

There is no collaboration with other departments/ institutions, at the State, National and International levels..

11. Priority areas for Research and details of the ongoing projects, important and noteworthy publications of the faculty, during past two years

The priority area of research is Mathematics.

12. Placement record of the past students and the contribution of the department to aid student placements.

Placement facilities for the students are arranged. However, no record has been maintained. It will be maintained in the future.

13. Plan of action of the department for the next five years.

The department has plans to apply for Minor / Major Projects.

C. Evaluative Report of the Department of BOTANY

1. Faculty profile - adequacy and competency of faculty

The Department of Botany was introduced from the very beginning, i.e from 1979. It has 02 full time permanent Lecturers. The academic condition in terms of quality of faculty and learning transfer process is healthy and adequate. The teachers of the department are sincerely engaged in scholarly pursuits.

Name of the teacher	Designation	Qualification	Teaching Experience
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Dr. M.Srivastav	Lecturer	M.Sc., Ph.D.	21 Years
Dr.R.R.Srivastav	Lecturer	M.Sc.,Ph.D.	19Years

2. Student profile – entry level competencies, socioeconomic status, language proficiency etc.

Students are admitted strictly on merit (on marks basis). Students largely come from rural background from low and middle income group. Students are mostly proficient in Hindi and Regional language. They also have working knowledge of English. The subject is not preferred equally by both the genders. The teacher-students ratio can be deceptive as the teachers take classes of subsidiary/general papers also.

Sr. No.	Class	Socioeconomic Status				Total
		SC	ST	OBC	General	
1	B.Sc. I Botany Honours	-	-	05	-	05
2	B.Sc. II Botany Honours	-	-	02	-	02
3	B.Sc. III Botany Honours	-	-	-	-	-

3. Changes made in the courses or programmes during the past two years and the contribution of the faculty to those changes.

The college is an affiliated unit of Vinoba Bhave University, Hazaribag. Hence, the college has no role to play in the preparation of syllabi.

4. Trends in the success and dropout rates of students during the past two years

Class	2007-08				2008-09			
	Appear ed	Pass	Result %	No. Failed/ Pending	Appeared	Pass	Result %	No. Failed/ Pending
Deg. I	06	01	17%	05	04	Nil	805	04
Deg. II	10	09	90%	01	03	01	33%	02
Deg. III	04	02	50%	02	10	09	90%	01

The dropout rate is fairly low.

5. Learning resources of the departments - library, computers, laboratories and other resources

The department has its library which is quite rich in collection of books. The laboratory is also very good and equipped with modern apparatus.

6. Modern teaching methods practiced and use of ICT in teaching – learning.

OHP is frequently used. Lecture method is normally followed. Special emphasis is laid on conducting practical. Apart from this procedure, home assignments are also arranged by the faculty. The teachers are available beyond class hours for academic interaction with students.

7. Participation of teachers in academic and personal counseling of students

The teachers of the department are always available for personal guidance to the students. He is very helpful to the students and encourages them for future prospects. The faculty member guides the students depending on their interest of subjects. In addition, students with difficulties are encouraged to have personal discussion outside their class rooms. Due to this the students – teacher relationship in the department has always remained excellent. Students feel free to seek advice from any teacher, at anytime of the day in the department.

8. Details of faculty development programmes and teachers who have been benefited during the past two years

The teachers of the department have participated in the Refresher/ Orientation courses and Seminars/ Workshops. They regularly act as examiner.

Name of the teacher	Orientation/ Refresher courses	Seminars/ Workshops	Conferences
Dr. M.Srivastav	Orientation 03/03/08 to 30/03/08	01	
Dr.R.R.Srivastav	Refresher 06/02/08 to 26/02/08 05/12/08 to 25/12/08 Orientation 09/03/07 to 05/04/07	01	01

9. Participation / contribution of teachers to the academic activities including teaching, consultancy and research.

The faculty members have been engaged in research work.

Sr. No.	Faculty	Articles	Books
1.	Dr. M.Srivastav	01	
	Dr.R.R.Srivastav	03	

10. Collaboration with other departments/ institutions, at the State, National and International levels, and their outcome during the past two years.

There is no collaboration with other departments/ institutions, at the State, National and International levels..

11. Priority areas for Research and details of the ongoing projects, important and noteworthy publications of the faculty, during past two years

Nothing significant to mention.

12. Placement record of the past students and the contribution of the department to aid student placements.

Placement facilities for the students are arranged. However, no record has been maintained. It will be maintained in the future.

13. Plan of action of the department for the next five years.

The department has plans to enrich the laboratory and to apply for Minor / Major Projects.

C. Evaluative Report of the Department of ZOOLOGY

1. Faculty profile - adequacy and competency of faculty

The Department of Chemistry was introduced from the very beginning, i.e from 1979. It has 02 full time permanent Lecturers. The academic condition in terms of quality of faculty and learning transfer process is healthy and adequate. The teachers of the department is sincerely engaged in scholarly pursuits.

Name of the teacher	Designation	Qualification	Teaching Experience
Dr. T.K.Saha	Lecturer	M.Sc., Ph.D.	26Years
Dr. J.P.Sanyal	Lecturer	M.Sc.,Ph.D.	21Years

2. Student profile – entry level competencies, socioeconomic status, language proficiency etc.

Students are admitted strictly on merit (on marks basis). Students largely come from rural background from low and middle income group. Students are mostly proficient in Hindi and Regional language. They also have workable knowledge of English. The subject is preferred equally by both the genders and the number of girls is increasing steadily for the last few years. The teacher-students ratio can be deceptive as the teachers take classes of subsidiary/general papers also.

Sr.	Class	Socioeconomic Status	Total
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No.		SC	ST	OBC	General	
1	B.Sc. I Zoology Honours	01	01	25	10	37
2	B.Sc.II Zoology Honours	02	-	17	03	22
3	B.Sc.III Zoology Honours	-	01	14	03	18

3. Changes made in the courses or programmes during the past two years and the contribution of the faculty to those changes.

The college is an affiliated unit of Vinoba Bhave University, Hazaribag. Hence, the college has no role to play in the preparation of syllabi.

4. Trends in the success and dropout rates of students during the past two years

Class	2007-08				2008-09			
	Appear ed	Pass	Result %	No. Failed/ Pending	Appeared	Pass	Result %	No. Failed/ Pending
Deg. I	53	21	40%	32	53	19	36%	33/01
Deg. II	38	33	87%	05	21	16	76%	04/01
Deg. III	19	19	100%	-	36	30	83%	06

The dropout rate is fairly low.

5. Learning resources of the departments - library, computers, laboratories and other resources

The department has its library which is quite rich in collection of books. The laboratory is also very good and equipped with modern apparatus.

6. Modern teaching methods practiced and use of ICT in teaching – learning.

OHP / LCD projector / lap top is frequently used. Lecture method is normally followed. Special emphasis is laid on conducting practical. Apart from this procedure, home assignments are also arranged by the faculty. The teachers are available beyond class hours for academic interaction with students.

7. Participation of teachers in academic and personal counseling of students

The teachers of the department are always available for personal guidance to the students. He is very helpful to the students and encourages them for future prospects. The faculty members guide the students depending on their interest of subjects. In addition, students with difficulties are encouraged to have personal discussion outside their class rooms. Due to this

the students – teacher relationship in the department has always remained excellent. Students feel free to seek advice from any teacher, at anytime of the day in the department.

8. Details of faculty development programmes and teachers who have been benefited during the past two years

The teachers of the department has participated in the Refresher course and Seminars/ Workshops. They regularly act as examiner.

Name of the teacher	Orientation/ Refresher courses	Seminars/ Workshops	Conferences
Dr. T.K.Saha	-	-	01
Dr. J.P.Sanyal	Refresher 08/08/08 to 28/08/08	01	01

9. Participation / contribution of teachers to the academic activities including teaching, consultancy and research.

The faculty members have been engaged in his research work. They also work as resource persons.

Sr. No.	Faculty	Articles	Books
1.	Dr. T.K.Saha	02	05
	Dr. J.P.Sanyal	02	-

10. Collaboration with other departments/ institutions, at the State, National and International levels, and their outcome during the past two years.

The faculties of this Department teach in the Department of Biotechnology. Apart from this, there is no collaboration with other departments/ institutions, at the State, National and International levels..

11. Priority areas for Research and details of the ongoing projects, important and noteworthy publications of the faculty, during past two years.

Environment.

12. Placement record of the past students and the contribution of the department to aid student placements.

Placement facilities for the students are arranged. However, no record has been maintained. It will be maintained in the future.

13. Plan of action of the department for the next five years.

The department has plans to enrich the laboratory and to apply for Minor / Major Projects.

C. Evaluative Report of the Department of BIOTECHNOLOGY

1. Faculty profile - adequacy and competency of faculty

The Department of Biotechnology was introduced in 2008. It has 02 full time Lecturers. The academic condition in terms of quality of faculty and learning transfer process is healthy and adequate. The teacher of the department is sincerely engaged in scholarly pursuits.

Name of the teacher	Designation	Qualification	Teaching Experience
A.Sikdar	Lecturer	M.Sc.	02 Years
Pallavi Shikha	Lecturer	M.Sc.	01 Year

2. Student profile – entry level competencies, socioeconomic status, language proficiency etc.

Students are admitted strictly on merit (on the basis of their performance in the Entrance Examination). Students largely come from rural background from low and middle income group. Students are mostly proficient in Hindi and Regional language. They also have working knowledge of English. The subject is preferred equally by both the genders and the number of girls is increasing steadily for the last few years. The teacher-students ratio can be deceptive as the teachers take classes of subsidiary/general papers also.

Sr. No.	Class	Socioeconomic Status				Total
		SC	ST	OBC	General	
1	B.Sc. I Bio-Tech. Honours	-	-	03	26	29
2	B.Sc. II Bio-Tech. Honours	02	04	-	22	28
3	B.Sc. III Bio-Tech. Honours	-	-	-	-	-

3. Changes made in the courses or programmes during the past two years and the contribution of the faculty to those changes.

The college is an affiliated unit of Vinoba Bhave University, Hazaribag. Hence, the college has no role to play in the preparation of syllabi.

4. Trends in the success and dropout rates of students during the past two years

Class	2007-08				2008-09			
	Appear ed	Pass	Result %	No. Failed/ Pending	Appeared	Pass	Result %	No. Failed/ Pending
Deg. I	-	-	-	-	29	23	79%	06
Deg. II	-	-	-	-	-	-	-	-
Deg. III	-	-	-	-	-	-	-	-

The dropout rate is fairly low.

5. Learning resources of the departments - library, computers, laboratories and other resources

The department has its library which is quite rich in collection of books. The laboratory is also very good and equipped with modern apparatus.

6. Modern teaching methods practiced and use of ICT in teaching – learning.

OHP, LCD & Computers are frequently used. Lecture method is normally followed. Special emphasis is laid on conducting practical. Apart from this procedure, home assignments are also arranged by the faculty. The teachers are available beyond class hours for academic interaction with students.

7. Participation of teachers in academic and personal counseling of students

The teachers of the department is always available for personal guidance to the students. They are very helpful to the students and encourages them for future prospects. The faculty members guide the students depending on their interest of subjects. In addition, students with difficulties are encouraged to have personal discussion outside their class rooms. Due to this the students – teacher relationship in the department has always remained excellent. Students feel free to seek advice from any teacher, at anytime of the day in the department.

8. Details of faculty development programmes and teachers who have been benefited during the past two years

The teachers of the department have participated in the seminar.

Name of the teacher	Orientation/ Refresher courses	Seminars/ Workshops	Conferences

A.Sikdar	-	-	01
Pallavi Shikha	-	-	01

9. Participation / contribution of teachers to the academic activities including teaching, consultancy and research.

The faculty members have been engaged in the teaching work only.

10. Collaboration with other departments/ institutions, at the State, National and International levels, and their outcome during the past two years.

There is no collaboration with other departments/ institutions, at the State, National and International levels..

11. Priority areas for Research and details of the ongoing projects, important and noteworthy publications of the faculty, during past two years

Nothing significant to mention.

12. Placement record of the past students and the contribution of the department to aid student placements.

The students of this Department are yet to complete their graduation.

13. Plan of action of the department for the next five years.

The department has plans to enrich the laboratory.

C. Evaluative Report of the Department of Computer Applications

1. Faculty profile - adequacy and competency of faculty

The Department of Computer Applications was introduced in 2008. It has 02 full time Lecturers. The academic condition in terms of quality of faculty and learning transfer process is healthy and adequate. The teacher of the department is sincerely engaged in scholarly pursuits.

Name of the teacher	Designation	Qualification	Teaching Experience
N.K.Verma	Lecturer	MCA	02Years

D.Rashmi	Lecturer	MCA	01 Year
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2. Student profile – entry level competencies, socioeconomic status, language proficiency etc.

Students are admitted strictly on merit (on the basis of their performance in the Entrance Examination). Students largely come from rural background from low and middle income group. Students are mostly proficient in Hindi and Regional language. They also have working knowledge of English. The subject is preferred equally by both the genders and the number of girls is increasing steadily for the last few years. The teacher-students ratio can be deceptive as the teachers take classes of subsidiary / Add-On Courses also.

Sr. No.	Class	Socioeconomic Status				Total
		SC	ST	OBC	General	
1	B.Sc. I CA Honours	04	-	02	34	40
2	B.Sc. II CA Honours	04	02	09	25	40
3	B.Sc. III CA Honours	-	-	-	-	-

3. Changes made in the courses or programmes during the past two years and the contribution of the faculty to those changes.

The college is an affiliated unit of Vinoba Bhave University, Hazaribag. Hence, the college has no role to play in the preparation of syllabi.

4. Trends in the success and dropout rates of students during the past two years

Class	2007-08				2008-09			
	Appear ed	Pass	Result %	No. Failed/ Pending	Appeared	Pass	Result %	No. Failed/ Pending
Deg. I	-	--	-	-	40	30	75%	10
Deg. II	-	-	-	-	-	-	-	-
Deg. III	-	-	-	-	-	-	-	-

The dropout rate is fairly low.

5. Learning resources of the departments - library, computers, laboratories and other resources

The department has its library which is quite rich in collection of books. The laboratory is also very good and equipped with modern apparatus.

6. Modern teaching methods practiced and use of ICT in teaching – learning.

OHP, LCD & Computers are frequently used. Lecture method is normally followed. Special emphasis is laid on conducting practical. Apart from this procedure, home assignments are also arranged by the faculty. The teachers are available beyond class hours for academic interaction with students.

7. Participation of teachers in academic and personal counseling of students

The teachers of the department are always available for personal guidance to the students. They are very helpful to the students and encourages them for future prospects. The faculty members guide the students depending on their interest of subjects. In addition, students with difficulties are encouraged to have personal discussion outside their class rooms. Due to this the students – teacher relationship in the department has always remained excellent. Students feel free to seek advice from any teacher, at anytime of the day in the department.

8. Details of faculty development programmes and teachers who have been benefited during the past two years

The teachers of the department have not participated in the faculty development programmes.

9. Participation / contribution of teachers to the academic activities including teaching, consultancy and research.

The faculty members have been engaged in the teaching work only.

10. Collaboration with other departments/ institutions, at the State, National and International levels, and their outcome during the past two years.

There is no collaboration with other departments/ institutions, at the State, National and International levels.

11. Priority areas for Research and details of the ongoing projects, important and noteworthy publications of the faculty, during past two year.

Nothing to mention.

12. Placement record of the past students and the contribution of the department to aid student placements.

The students of this Department are yet to complete their graduation.

13. Plan of action of the department for the next five years.

The department has plans to enrich the laboratory.

C. Evaluative Report of the Department of BBA

1. Faculty profile - adequacy and competency of faculty

The Department of BBA was introduced in 2009. It has 01 full time Lecturers. The academic condition in terms of quality of faculty and learning transfer process is healthy and adequate. The teacher of the department is sincerely engaged in scholarly pursuits.

Name of the teacher	Designation	Qualification	Teaching Experience
V.P.Singh	Lecturer	MBA	02Years

2. Student profile – entry level competencies, socioeconomic status, language proficiency etc.

Students are admitted strictly on merit (on marks basis). Students largely come from rural background from low and middle income group. Students are mostly proficient in Hindi and Regional language. They also have working knowledge of English. The subject is preferred equally by both the genders and the number of girls is increasing steadily for the last few years.

Sr. No.	Class	Socioeconomic Status				Total
		SC	ST	OBC	General	
1	BBA I	05	-	06	29	40
2	BBA II					

3. Changes made in the courses or programmes during the past two years and the contribution of the faculty to those changes.

The college is an affiliated unit of Vinoba Bhave University, Hazaribag. Hence, the college has no role to play in the preparation of syllabi.

4. Trends in the success and dropout rates of students during the past two years

No batch has completed its graduation.

5. Learning resources of the departments - library, computers, laboratories and other resources

The department has its library which is quite rich in collection of books.

6. Modern teaching methods practiced and use of ICT in teaching – learning.

OHP, LCD & Computers are frequently used. Lecture method is normally followed. Apart from this procedure, home assignments are also arranged by the faculty. The teacher is available beyond class hours for academic interaction with students.

7. Participation of teachers in academic and personal counseling of students

The teacher of the department is always available for personal guidance to the students. He is very helpful to the students and encourages them for future prospects. The faculty member guides the students depending on their interest of subjects. In addition, students with difficulties are encouraged to have personal discussion outside their class rooms. Due to this the students – teacher relationship in the department has always remained excellent. Students feel free to seek advice from any teacher, at anytime of the day in the department.

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The faculty member has been engaged in the teaching work only.

10. Collaboration with other departments/ institutions, at the State, National and International levels, and their outcome during the past two years.

There is no collaboration with other departments/ institutions, at the State, National and International levels..

11. Priority areas for Research and details of the ongoing projects, important and noteworthy publications of the faculty, during past two years

Nothing to mention.

12. Placement record of the past students and the contribution of the department to aid student placements.

The students of this Department are yet to complete their graduation.

13. Plan of action of the department for the next five years.

The department has plans to enrich the library.

D. Declaration by the Head of the Institution

I certify that that the data included in this Self-Study Report (SSR) are true to the best of my knowledge.

This SSR is prepared by the institution after internal discussions, and No part thereof has been outsourced.

I am aware that the Peer team will validate the information provided in this SSR during the peer team visit.

**Signature of the Head of the institution
with seal:**

Place: Hazaribag
Date:

