The Annual Quality Assurance Report (AQAR) of the IQAC (2015 - 2016)

Part – A

1.   Name of the Institution GIRIDIH COLLEGE, GIRIDIH
   - Name of the Head of the institution :   Dr. Ali Imam Khan

   - Designation: Principal

   - Does the institution function from own campus: Yes
   - Phone no./Alternate phone no.:   06532223297
   - Mobile no.: 9431151332
   - Registered e-mail: giridihcollegegiridih@gmail.com
   - Alternate e-mail : drkhan.principal@gmail.com
   - Address   : Sirsia, Giridih, Dist: Giridih

   - City/Town   : GIRIDIH

   - State/UT   : JHARKHAND

   - Pin Code   : 815302

2.   Institutional status:
   - Affiliated / Constituent: Constituent
   - Type of Institution: Co-education/Men/Women: Co-education
   - Location : Rural/Semi-urban/Urban: Rural
   - Financial Status: Grants-in aid/ UGC 2f and 12 (B)/ Self financing (please specify) – UGC 2f and 12 (B)

   - Name of the Affiliating University: Vinoba Bhave University
   - Name of the IQAC Co-ordinator :   Dr. S. Sarkar
   - Phone no. : 9934391020

      Alternate phone no: NIL

   - Mobile: 7004182052
   - IQAC e-mail address: giridihcollegegiridih@gmail.com
   - Alternate Email address: samirgrd@rediffmail.com

3.   Website address: https:// www.giridihcollege.com

Web-link of the AQAR: (Previous Academic Year):

 4.   Whether Academic Calendar prepared during the year?

        Yes/No Yes, if yes, whether it is uploaded in the Institutional website: Yes

Weblink: https://www.giridihcollege.com/Academic_Calenders%202015-16.pdf

Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1st	C++	65.50/100	2006	From 21.05.2006 to 20.05.2011
2nd				

6. Date of Establishment of IQAC: DD/MM/YYYY   :   30/04/2012

7 . Internal Quality Assurance System

 7.1 Quality initiatives by IQAC during the year for promoting quality culture

7.1 Quality initiatives by IQAC during the year for promoting quality culture

Item/ Title of the quality initiative by IQAC	Date & duration	Number of participants/ beneficiaries
Work plan / Academic calendar for the academic session 2015-16 have been prepared by the HOD's and presented in the IQAC meeting.	2015-16	17
AISHE data has been updated.	2015-16	
Proposal for developing 03 gardens in the college Campus.	2015-16	All students will be benefited
Proposal for developing smart 02 smart classes.	2015-16	All students
New Books have been purchased for the College Library as per the new CBCS syllabus	2015-2016	All students

> *Note: Some Quality Assurance initiatives of the institution are:*
> *(Indicative list)*
> - *Regular meeting of Internal Quality Assurance Cell (IQAC) and submission of Annual Quality Assurance Report (AQAR) to NAAC.*
> - *Academic Administrative Audit (AAA) conducted by NAAC in 2006.*
> - *Participation in NIRF*
> - *Data uploaded in AISHE portal every year.*

8. Provide the list of funds by Central/ State Government-

UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Fundingagency	Year of award with duration	Amount
Library	Upgradation of library	HRD, Jharkhand	2015-16	Rs.20,00,000
Library	Modernization of Library	HRD, Jharkhand	2015-16	Rs. 23,00,000
Cycle shed & boundary wall	From VBU A/c "A"	VBU,Hazaribag	2015-16	Rs. 25,45,570

9.Whether composition of IQAC as per latest NAAC guidelines: Yes/No: Yes

   *upload latest notification of formation of IQAC

10. No. of IQAC meetings held during the year: 01

The minutes of IQAC meeting and compliance to the decisions have been uploaded
on the institutional website www.giridihcollege.com
Yes/No Yes
  (Please upload, minutes of meetings and action taken report)

11. Whether IQAC received funding from any of the funding agency to support
   its activities during the year?   Yes

  If yes, mention the amount: Rs.3,00,000   Year: 2014 (March)- UGC.

12. Significant contributions made by IQAC during the current year (maximum five bullets)
   * AISHE data has been updated.
   *   Proposal for developing 03 gardens in the college Campus.

* Proposal for developing smart 02 smart classes.

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

Plan of Action	Achievements/Outcomes
Teaching Plan to be submitted by the HOD's of all the departments.	Each department submitted teaching plans at the beginning of the academic session.
On the first day of an academic session each department have to conduct an Induction Meeting to discuss the CBCS Curriculum and its method of implementation.	Students became aware of the CBCS curriculum. They came to know the importance and benefits of attending classes.
Sports and cultural activities to be encouraged.	Students participated in all sports events and youth festival organized by the university. (i) Our College has participated in Inter College football tournament 2015. 16 students participated and 03 students selected for Inter University team. (ii) Our College team participated in Inter College KHOKHO championship. 12 students participated and 02 of them have been selected for the university team. (iii) Our College team participated in Inter College Air Rifle/ Pistol Shooting tournament in 2015. 05 students participated in this event. (iv) Our College team participated in Inter College cricket team 2015. 17 students participated and 02 students selected in the university team. (v) Our College team participated in Inter College Atheletic meet 2015. 13 students participated in this event. 02 bronze medals were awarded to 02 participants.

14. Whether the AQAR was placed before statutory body?   Yes /No: No

Name of the Statutory body: Nil

Date of meeting(s):

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning?

        Yes/No: No   Date:

16. Whether institutional data submitted to AISHE: **Yes/No**:   Yes
         Year: 2015-16   Date of Submission: 03/02/2016
17. Does the Institution have Management Information System?
         Yes /No: No

    If yes, give a brief description and a list of modules currently operational. (Maximum 500 words)

Part-B

CRITERION I – CURRICULAR ASPECTS

1.1 Curriculum Planning and Implementation

1.1.1 Institute has the mechanism for well-planned curriculum delivery and documentation.

1. Our college follows CBCS Curriculum which semester system since the academic session 2015-18.

2. At the beginning of an academic session, IQAC of our college notifies the heads of the departments to prepare the proposed teaching plan. Teachers follow the syllabus of the courses prescribed by the University during the preparation of the teaching plans.

3. Induction meetings are conducted by each department at the beginning of the session to make the students aware of the curriculum and its implementation. The syllabus of each course is available on the website of our University. Students are also informed about the probable teaching days, date of internal examinations and co-curricular activities.

4. Professor-in-charge(Time Table) prepares the master routine and it is circulated to different departments. Semester-wise class routines are prepared by the respective heads of the departments and the Prof-in-charge, time table. Class routines of the Post Graduate classes are prepared by the head of the departments and these are pasted on the notice boards. One copy of the class routine is sent to the university. Commerce classes are held in the morning session.

5. Heads of the different departments distribute the different portions of the syllabus to the teachers of their departments. Assignments are given to the students at the beginning of the session.

6. Each teacher prepares a teaching plan based on the portion of the syllabus allotted to him/her by the HOD.

7. Most of the teachers of our college use the chalk, duster, board and explanation method of teaching. Very few of the teachers occasionally use power point presentation during the lectures of some specific topics.

8. Class tests and student seminars are held after the completion of each section of the syllabus.

9. Classes are held by the guest faculties during the summer and puja vacations to keep pace with the curriculum of CBCS.

10. Field tours are organized by the departments of Education, Geography, Geology, Zoology and Biology for effective implementation of the CBCS syllabus.

11. Student satisfaction survey is conducted by IQAC to improve the teaching learning process of each department.

12. Student seminars are organized by the post graduate students of each department.

1.1.2 Certificate/Diploma Courses introduced during the Academic year				
Name of the Certificate Course	Name of the diploma courses	Date of introduction and duration	Focus on employability/entrepreneurship	Skill development
NIL	NIL	NIL	NIL	NIL

1.2 Academic Flexibility

1.2.1 New programmes/courses introduced during the Academic year

Programme with code	Date of introduction	Course with Code	Date of Introduction
NIL	NIL	NIL	NIL

1.2.2 Programs in which Choice Based Credit System (CBCS)/ Elective course system implemented at the affiliate Colleges (if applicable) during the Academic year.

Name of Programs adopting CBCS	UG	PG	Date of implementation of CBCS/Elective Course System	UG	PG
Already adopted(mention the year)				2015	2016

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

No. of students	Certificate	Diploma courses
NIL	NIL	NIL

1.3 Curriculum Enrichment

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

Value aided courses	Date of introduction	Number of students enrolled
NIL	NIL	NIL

1.3.2 Field Projects/ Internships undertaken during the year

Project/Programme Title	No. of students enrolled for Field Projects/Internships
Visit to Utkarsh Hostel run by Virhor Vikash Samiti on 2nd Feb 2016 Principal Dr. A. I. Khan, Dr. Balbhadra Singh, Dr. J. R. Tirkey were present in the team.	08
Santhal Janjati ka Samajik, arthik aur Dharmik jeevan.	03
Education tour to Madhuban (Parashnath Hill) by a team from department of Geography.	43

1.4 Feedback System

1.4.1 Whether structured feedback received from all the stakeholders.

1) Students	2) Teachers	3) Employers	4) Alumni	5) **Parents**
~~Yes~~/No	Yes/~~No~~	~~Yes~~/No	~~Yes~~/No	~~Yes~~/No

1.4.2 How the feedback obtained is being analysed and utilised for overall development of the institution?

Yet, to start the feedback system.

CRITERION II TEACHING-LEARNING AND EVALUATION

2.1 Student Enrolment and Profile

2.1.1 Demand Ratio during the year 2016

Name of the Programme	Number of available seats	Number of application received	Students enrolled
B.A. Bengali Honours	32	NIL	NIL
B.A. Urdu Honours	32	15	11
B.A. English Honours	160	151	146
B.A. Hindi Honours	180	172	169
B.A. History Honours	400	360	347
B.A. Philosophy Honours	64	61	50
B.A. Political Sceince Honours	256	255	252

B.A. Psychology Honours	32	25	19
B.A. Geography Honours	128	72	65
B.A. Economics Honours	160	155	141
B.A. Anthropology Honours	32	22	10
B.A. Mathematics Honours	16	09	07
B.A. General	240	195	187
B.Com Accontancy Honours	248	247	246
B.Com General	140	115	103
B.Sc. Physics Honours	64	68	62
B.Sc. Chemistry Honours	48	50	43
B.Sc. Mathematics Honours	136	135	132
B.Sc. Botany Honours	32	15	13
B.Sc. Zoology Honours	64	71	55
B.Sc. Geology Honours	32	28	28
B.Sc. General	64	55	40
B.Ed	100	219	90

2.2 Catering to Student Diversity

2.2.1 Student- Full time teacher ratio(Current year data)   (122 : 1)

Year	Number of students	Number of Students	Number of full time teachers	Number of full time teachers available in	Number of full time teachers

	enrolled in the institution (UG)	enrolled in the institution (PG)	available in the institution teaching only UG courses	the institution teaching only PG courses	available in the institution teaching UG and PG courses
2015-2016	5,076	NIL	41	NIL	NIL

2.3 Teaching – Learning Process

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

Number of teachers on roll	Number of teachers using ICT (LMS, e – resources)	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	e-resources and technique used
41	NIL	NIL	NIL	Nil	Nil

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

Mentoring of students is conducted by the departments of the institution. Mentoring of the students is based on the following objectives:

- To increase the teacher-student contact hours.
- To identify the problems faced by slow learners.
- To encourage advanced learners.
- To decrease the student drop-out rates.
- To prepare students for the competitive world.

2.4 Teacher Profile and Quality

2.4.1 Number of full-time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D.
69	41	28	07	11

2.4.2 Honours and recognitions received by teachers

(received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of award	Name of full-time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies

NIL	NIL		NIL	NIL

2.5 Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/year	Last date of the last semester-end/year-end examination	Date of declaration of results of semester-end/year-end examination
B.A.	Honours and General	3rd year	12/05/2016	17/06/2016
B.Sc	Honours and General	3rd year	12/05/2016	17/06/2016
B.Com	Honours and General	3rd year	12/05/2016	17/06/2016
B.Ed	Professional Course	Final Year	22/02/2016	30/04/2016

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

Frequent field visits to college campus and adjoining areas are done to evaluate the discipline of the students. Every year each department organize induction meeting for the students of first semester and explain the designing and implementation of the CBCS syllabus. Departmental teachers collect all necessary information related to the students such as contact number, e-mail address, family income, category etc. Departments maintain the records of the internal tests, attendance of the students, records of the student seminars etc. Teachers discuss with parents during parent-teacher meetings and try to identify the problems faced by students. Time factor is a major constraint of the monitoring system after the implementation of the CBCS in 2015. To overcome this constraint, teachers sometimes ask the students to provide the list of difficult questions and problems faced by them while preparing for the semester end examinations. Solution to the problems are generally provided by the teachers in written form. The biggest challenge of the monitoring system is to

decrease the dropout rates of the students due to their shifting to technical and medical courses. IQAC of our college planned to implement monthly surprise class tests in all subjects. This process will definitely help to find out the slow learners.

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

The institute is a constituent unit under Vinoba Bhave University, Hazaribagh. Examinations are conducted as per the schedule decided by the University. College informs students about the university notices and circulars issued by the University through notice boards. Holiday lists are also provided by the University and our College strictly adheres to that list. Most of the activities of the academic calendar are decided by the University and our college is bound to adhere to this academic calendar.

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes are displayed in the website of the institution(to provide weblink)

https://www.giridihcollege.com/pages/course_Outcome.html

2.6.2 Pass percentage of students		2015-16	2015-16	
Programme Code	Programme Name	Number of students appeared in the final semester/ year examination	Number of students passed in final semester/year examination	Pass percentage
Honours	B.A. Bengali Honours	0	0	NA
Honours	B.A. Urdu Honours	06	03	50
Honours	B.A. English Honours	44	36	82
Honours	B.A. Hindi Honours	133	128	96
Honours	B.A. History Honours	179	159	89
Honours	B.A. Philosophy Honours	03	03	100
Honours	B.A. Political Sceince Honours	185	181	98
Honours	B.A. Psychology Honours	02	01	50

Honours	B.A. Geography Honours	13	12	92
Honours	B.A. Economics Honours	67	59	88
Honours	B.A. Anthropology Honours	04	02	50
Honours	B.A. Mathematics Honours	01	01	100
Genaral	B.A. General	23	07	30
Honours	B.Com Accontancy Honours	253	247	98
Genaral	B.Com General	83	80	96
Honours	B.Sc. Physics Honours	24	19	79.16
Honours	B.Sc. Chemistry Honours	06	06	100
Honours	B.Sc. Mathematics Honours	83	76	92
Honours	B.Sc. Botany Honours	00	00	NA
Honours	B.Sc. Zoology Honours	22	20	91
Honours	B.Sc. Geology Honours	11	11	100
General	B.Sc. General	03	01	33.33
Masters	M.sc. Mathematics	NA	NA	NA
Masters	M.Com Accountancy	NA	NA	NA
Masters	M.A. English	NA	NA	NA

2.7 Student Satisfaction Survey

2.7.1 Student Satisfaction Survey (SSS) on overall institutional performance(Institute may design the questionnaire): Not yet started.

CRITERION III – RESEARCH, INNOVATION AND EXTENTION

3.1 Resource Mobilization for Research

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

Name of the Project	Duration 2015-16	Name of the funding agency	Total grant sanctioned	Amount received during the academic year
Major Projects	Nil	-	-	-
Minor Projects	Nil	-	-	-
Interdisciplinary Projects	Nil	-	-	-
Industry sponsored Projects	Nil	-	-	-
Projects sponsored by the University/College	Nil	-	-	-
Students Research Projects (Other than compulsory by the college)	Nil	-	-	-
International Projects	Nil	-	-	-
Any other	Nil	-	-	-

(specify)				
Total	Nil	-	-	-

3.2 Innovation Ecosystem

3.2.1 Workshops/Seminars conducted on Intellectual Property Right (IPR) and Industry – Academia practices during the year

Title of Workshop/Seminar	Name of the Department	Date(s)
Nil	-	-

3.2.2 Awards for Innovation won by Institution/Teacher/Research Scholars/Students during the year

Title of the innovation	Name of the awardee	Awarding agency	Date of award	Category
Nil	-	-	-	-

3.2.3 Number of Incubation centre created, start-ups incubated on campus during the year

Incubation Centre	Name	Sponsored by
Nil	-	-
Name of the Start-up	Nature of Start-up	Date of commencement
Nil	-	-

3.3 Research Publication and Awards

3.3.1 Incentive to teachers who receive recognition/awards

State	National	International
Nil	Nil	Nil

3.3.2 Ph.D's awarded during the year (*applicable for PG Colleges, Research centres):* Nil

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

	Department	No. of Publications	Average impact factor, if any
	Nil	Nil	Nil

3.3.4 Books and Chapters in edited volumes/Book published, and papers in National/International Conference proceedings per teacher during the year 2015-16.

Department	No. of Publications
English (Dr. M.N Singh)	01
Hindi (Dr. B. Singh)	02

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

Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self-citations
Nil	Nil	Nil	Nil	Nil	Nil	Nil

3.3.6 h-index of the Institutional Publications during the year (based on Scopus/Web of Science)

Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self-citations	Institutional affiliation as mentioned in the publication
Nil	Nil	Nil	Nil	Nil	Nil	Nil

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

No. of Faculty	International level	National level	State level	Local level
Attended Seminars/Workshops		01	02	02
Presented papers		01		02

Resource Persons				01

3.4 Extension Activities

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

Title of the Activities	Organising unit/agency/collaborating agency	Number of teachers coordinated such activities	Number of students participated in such activities
NSS Special Camp	NSS	02	18
Voter Awareness Campaign	NSS	02	162
Awareness rally on Swachh Bharat	NCC & NCC	02	178
Kargil Victory Day	NCC	01	52

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

Name of the Activity	Award/recognition	Awarding bodies	No. of students benefited
Nil	Nil	Nil	Nil

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

Name of the scheme	Organising unit/agency/collaborating agency	Name of the activity	Number of teachers coordinated such activities	Number of students participated in such activities
Swachh Bharat Abhiyan	NSS & NCC	Clean Campus Activity	02	49
World AIDS Day	NSS	Awareness Campaign	02	35
Green Campus	NSS	Tree	02	25

		Plantation		

3.5 Collaborations

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

Nature of Activity	Participant	Source of financial support	Duration
NiL	Nil	Nil	Nil

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

Nature of linkage	Title of the linkage	Name of the participating institution/industry / research lab with contact details	Duration (From – To)	Participant
Nil	Nil	Nil	Nil	Nil

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

Orgnition	Date of MoU signed	Purpose of Activities	Number of students/teachers participated under MoUs
Nil	Nil	Nil	Nil

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilization for infrastructure development
0000	00000

4.1.2 Details of augmentation in infrastructure facilities during the year		
Facilities	Existing	Newly added
Campus area	29.95 acres	NA
Class rooms	13	NA
Laboratories	08	NA
Seminar Halls	02	NA
Classrooms with LCD facilities	NA	NA
Classrooms with Wi-Fi/LAN	NA	NA
Seminar halls with ICT facilities	NA	NA
Video Centre	NA	NA
No. of important equipment purchased (≥ 1- 0 lakh) during the current year	NA	NA
Value of the equipment purchased during the year (Rs. in lakhs)	NA	NA
Others	NA	NA

4.2 Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
-	-	-	-

4.2.2 Library Services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	36153	18,07,650	83	45,022	36236	18,52,672
Reference Books	Nil	-	-	-	-	-
e-Books	Nil	-	-	-	-	-

Journals	Nil	-	-	-	-	-
e-Journals	Nil	-	-	-	-	-
Digital Database	Nil	-	-	-	-	-
CD & Video	Nil	-	-	-	-	-
Library automation	Nil	-	-	-	-	-
Weeding (Hard & soft)	Nil	-	-	-	-	-
Others (specify)	Nil	-	-	-	-	-

4.3 IT Infrastucture

4.3.1 Technology Upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available bandwidth (MGBPS)	Others
Existing	00	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
Added	15	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil
Total	15	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil

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

Nil

4.3.3 Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre with recording facility
Nil	Nil

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

{Learning Management System (LMS)} etc.

Name of the teacher	Name of the module	Platform on which module is developed	Date of launching e-content
-	-	-	-

4.4 Maintenance of Campus Infrastructure

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

Assigned budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
43,00,000/-	Nil	25,45,570/-	Nil

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

1.Construction, maintenance and repairing of academic buildings and infrastructure of Giridih College, Giridih is done by PWD (Social Sector), Government of Jharkhand. Principal, Giridih College, Giridih, initiates the construction, maintenance and repairing related requirements, as and when required, to the PWD, Government of Jharkhand.

2. The College receives grant from the Higher Education & Education directorate, Government of Jharkhand under Plan Head and Non-Plan Head. Plan Head mentions the assigned budget for procurement of different items which include chemicals and glassware, sports items, books & journals, equipment and contingency. For the year 2015-16, the total amount received under plan head from the state Government (HRD) was 43,00,000.00 only. Under Non-Plan Head, maintenance of equipment such as computers, generators and security of physical infrastructure e.g., telephone services, travelling allowances, CCTV surveillance etc. are done.

3. Portion of the fund receive under RUSA scheme has been utilized for upgradation and reparing of the existing laboratories and other existing infrastructure.

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 Student Support

5.1.1 Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial support from institution	Welfare Department Government of Jharkhand(ekalyan)	1453	76,22,080
Financial support from other sources			
a) National	Nil	Nil	Nil
b) International	Nil	Nil	Nil

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Nil	-	-	-

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

Year	Name of the scheme	Number of benefited students by guidance for competitive examinations	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive examination	Number of students placed
2015-16	Departmental mentoring activities related to career counselling and guidance for students	Nil	Nil	Nil	Nil

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

Total grievances received	No. of grievances redressed	Average number of days for grievance redressal
Nil	Nil	Nil

5.2 Student Progression

5.2.1 Details of campus placement during the year

On Campus			Off Campus		
Name of the Organizations visited	Number of students participated	Number of students placed	Name of the Organizations visited	Number of students participated	Number of students placed
Nil			SSC, Income Tax department, Indian Railways, Indian Army, Custom Department, JPSC, Indian NAVY, Bank		32

5.2.2 Students progression to higher education in percentage during the year					
Year	Number of students enrolling into higher Education	Programme graduated from	Department graduated	Name of institution joined	Name of Programme admitted to
2015-16	18	B.A, B.Sc, B.Com	Mathematics, English, Physics, Chemistry & Accountancy	VBU Hazaribag&Giridih College, Giridih	Post Graduate &B.Ed

5.2.3 Students qualifying in state/national/international level examinations during the year (e.g., NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFFEL/Civil Services/State Government Services)

Items	No. of students selected/qualifying	Registration number/roll number for the exam
NET	Nil	
SET		
SLET		

GATE		
GMAT		
CAT		
GRE		
TOFFEL		
Civil Services		
State Government Services		
Any Other: MAT JAM BHU Entrance Exam	32	Registration number/roll number not available.

5.2.4 Sports and cultural activities/competitions organized at the institute level during the year

Activity	Level	Participants
Inter College Football Tournament 2015	University	16 students accompanied by one teacher (Sport in charge) and one PTI. 01 students out of 16 has been selected in the coaching camp for Inter University meet
Inter University Football Camp 2015	University	04 students participated and 03 selected
Inter College KHOKHO Championship	University	12 students participated and 02 selected for Inter University meet.
Inter College Pistol / Air Rifle shooting Tournament 2015	University	05 students participated in this event
Inter College Cricket Tournament 2015	University	17 students accompanied by 01 teacher and 01 PTI.4 students out of 17 selected in the coaching camp and 02 finally selected for Inter University participation.

5.3 Student Participation and Activities

5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for team event should be counted as one)

Year	Name of	National/	Sports	Cultural	Student	Name of the student

	the award/medal	International			ID Number	
2015-16	NIL	NIL	NIL	NIL	NIL	NIL

5.3.2 Activity of Student Council & representation of students on academic & administrative bodies/committees of the Institution (maximum 500 words)
Students council of the college is an elected body and always joins hand with faculty members and college administration to ensure overall development of the college. Students council organizes different cultural programmes to observe important days such as "Swami Vivekananda's birth day ", "Republic Day", "Independence Day", "NCC Day", "Hindi Diwas" etc., in the college campus. "Welcome Functions" and "Farewell Functions" are also organized jointly by the Post Graduate students and the Student Council to welcome the freshers and to bid farewell to final year students. General Secretary (GS) of the students' council is the member of the various administrative committees of the college. GS puts forward his/her suggestions on different issues related to the academic and administrative affairs of the college to the Head of the institution and to IQAC.
5.4 Alumni Engagement
5.4.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words)
Our college has an Alumni association but the Association is not registered under the society registration Act.
5.4.2 Number of enrolled Alumni : 45
5.4.3 Alumni contribution during the year (in Rupees)   : NIL
5.4.4 Meetings/activities organized by Alumni Association : 01
CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT
6.1 Institutional Vision and Leadership
6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 500 words)
Decentralization The institute has the mechanism of providing operational autonomy to various functionaries in order to ensure a decentralized governance system. 1. Principal Level Principal is the overall head of the institution and chairperson of the IQAC. Principal in consultation with the Teachers' council nominates different committees for planning and implementation of different academic, student administration and related policies. All academic and operational policies are based on the unanimous decision of the respective committees and guide lines decided by the University. Non- teaching staff are also involved while framing policies or taking important decision. **Participative management** The institution promotes the culture of participative management at the strategic level, functional level and operational level. **Strategic Level**: The Principal, Teachers' council and the IQAC are involved in defining policies & procedures, framing guidelines and rules & regulations pertaining to admission, examination, discipline, grievances, support services, finance etc. **Functional Level:** Faculty members share knowledge among themselves, students and staff members while working for a committee. IQAC monitors the overall functionalities of the different committees. **Operational Level:** Principal interacts with government and university officials for the execution

of different academic, administrative, extension related and extracurricular activities. Students and office staff join hands in support of execution of the plans for the development of the college.

6.1.2 Does the institution have a Management Information System (MIS)?
Yes/No/Partial: No, but the College data is uploaded every year on the AISHE portal

6.2 Strategy Development and Deployment

6.2.1 Quality Improvement strategies adopted by the institution for each of the following (within 100 words each):

Curriculum Development
Curriculum designing and development is decided by the University under which the college is a constituent Unit. Principal and Faculty members interact with the University Academic Council and provide their views related to the curriculum development.

Teaching and Learning
Field tours are organized by the departments of Botany, Zoology, Geology, Geography .
Enrichment of Library by purchasing books as per the latest syllabus will be done by the next academic session.
Organization of student seminars by departments to improve their presentation and communication skill.

- Examination and Evaluation
  Semester examinations are conducted by the affiliating University. College conduct internal assessment of students according to the university guidelines. Class tests/surprise tests, student seminar performances are taken into account during the internal assessment of students.

- Research and Development
  - o Research and publication works are always encouraged by the University.
  - o Initiatives to purchase journals in the library from RUSA fund.
  - o Organization of seminars.

- Library, ICT and Physical Infrastructure / Instrumentation
  As a pre-NAAC initiative, the college has encouraged the use of ICT based techniques of study. Physical infrastructure has also received sincere attention from college authority. Renovation and upgradation of laboratories, purchase of new computers, printers etc. have been proposed to RUSA and is under process in the current academic year.

- Human Resource Management
  - Students are encouraged to participate in seminars, field tours, quiz, debate etc. to increase their skill and experience.
  - Faculty members are encouraged to participate in trainings, workshops and staff development programmes.

- Industry Interaction /Collaboration
  Principal cum chairman of IQAC interact with the local industrialists/alumni for suggestions pertaining to the overall development of the college.

- Admission of students
  The admission process of 2015-16 was made online. Students were required to apply on the Chancellor's portal for admission. Some off line admissions have also been made at the final round of admission process with the permission of the University.

6.2.2 Implementation of e-governance in areas of operations:

- Planning and Development
  - College has proposed complete office automation in the DPR and the same has been sent to the university for approval.
- Administration
  - Notices and circulars are uploadedin the college website and communicated to different departments from the office of the Principal.
  - IQAC notices are circulated by the coordinator.
- Finance and Accounts
  1. Admission fees are deposited in the United Bank of India, Giridih College Branch. Each receipt has three copies. One is student'scopy, one is College office copy and the third is the bank's copy.
  2. Salary of faculty members and staff is transferred directly to the respective bank accounts.
  3. e – tender is invited as per Government guidelines for purchase of items.
- Student Admission and Support
  - Applications for admission to different courses are submitted through Online Chancellor's Portal.
  - Merit list for admission is prepared by the University.
  - Our college takes admission on the basis of the merit list prepared by the university.
- Examination
  - Evaluation of answer books are done at the evaluation centres made by the University. Faculty members of different colleges under the university, are appointed as Examiners/Head Examiners by the Controller of Examinations Vinoba Bhave University Hazaribag.

6.3 Faculty Empowerment Strategies

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

Year	Name of teacher	Name of conference/workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
		NIL		

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

Year	Title of the professional development programme organized for	Title of the administrative training programme organized for non-	Dates (from-to)	No. of participants (Teaching Staff)	No. of participants (Non-teaching Staff)

teaching staff	teaching staff			
Nil				

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

Title of the professional development programme	Number of teachers who attened	Date and duration(from – to)

6.3.4 Faculty and staff recruitment (no. for permanent/fulltime recruitment):

Teaching		Non-teaching	
Permanent	Fulltime	Permanent	Fulltime
	13		

6.3.5 Welfare scheme for

Teaching	
Non-teaching	
Students	

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external audit regularly (within 100 words each)

The institution is a Government intuition. Financial audit is conducted by Accountant General (AG), Government of Jharkhand. Internal audit is also conducted on regular basis.

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

Name of the non-government funding agencies/individuals	Funds/Grants received in Rs.	Purpose
NIL	NIL	NIL

6.4.3 Total corpus fund generated

6.5 Internal Quality Assurance System

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

Audit Type	External	Internal

	Yes/No	Agency	Yes/No	Authority
Academic	No	NAAC 2006	No	NA
Administrative	No	NAAC 2006	No	NA

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

Giridih College, Giidih believes in the academic, social, moral and cultural development of students by acquiring inputs from all stakeholders. Although the college does not maintain formally registered parent-teacher association, yet interactions of teachers with parents during parent-teacher meetings of different departments come up with new suggestions related to the overall development of the students.

Teachers have been able to communicate with parents to prevent early marriages and other prejudices related to the drop-out of girl students. This has resulted in the overall percentage of girl students in the college.

Faculty members maintain attendance record of students. If a student shows poor attendance, then parents are informed about the same by faculty members. In most of the cases parents provide essential support and care to ensure proper attendance of their ward.

6.5.3 Development programmes for support staff (at least three)

Faculty members are encouraged to participate in Orientation and refresher courses.

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

Post accreditation initiatives based on recommendations in the Peer team report:

1. **Vacant teaching and non-teaching posts should be filled on regular basis**
   Post accreditation initiative: The institute had communicated about the shortage of faculty members to the university and HRD, Jharkhand. University has filled some of the vacant positions (as listed below) in the academic year 2015-16 on fulltime contractual basis:

Department	Name of newly appointed teacher
Philosophy	Dr. Pravat Krishna (DOJ: 20/07/2015)
Philosophy	Mr. Madhusudan Raja (DOJ : 20/07/2015)
Economics	Ms. Chanda Kumari (DOJ: 19/11/2015)
Geography	Mr. Sachin Kumar (DOJ : 19/11/2015)
Pol. Science	Mr. Rajan Ram (DOJ : 23/06/2016)

History	Dr. Viyas Kumar (DOJ : 24/06/2016)
Commerce, Accountancy	Mr. Anik Chaudhary (DOJ : 24/06/2016)s

2. **Faculty should be encouraged to undertake F.I.P.**
In the current academic session 01 faculty members has participated in faculty improvement programme.
3. **Washroom facilities for boys and girls should be improved on priority basis:**
One Wash rooms for boys and one for girls have been constructed during the post NAAC period.

6.5.5

a. Submission of data for AISHE portal: (Yes/No)

b. Participation in NIRF   : (Yes/No)

c. ISO Certification   : (Yes/No)

d. NBA or any other quality audit   : (Yes/No)

6.5.6 Number of Quality Initiatives undertaken during the year

Year	Name of the quality initiative by IQAC	Date of conducting activity	Duration (from—to---)	Number of participants
2015	A workshop programme on CBCS system was conducted by IQAC on 13july 2015.	13/07/2015	1 hour	125
2016	Organization of student seminars by departments to improve their presentation and communication skill.	Throughout the year		

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period (from – to)	Participants	
		Female	Male

Class to class awareness programmes	Year long	UG and PG female studens 524	UG and PG male students 1748
Gender equality: to – days perspective			

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

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

- College has sent the proposal to the University for creating a solar power system in the college campus.
- "Save Energy" campaign has been initiated by the students' union to make students aware of the value of energy saving and asking them to switch off lights and fans before leaving the classrooms.
- Environmental awareness campaign by organizing seminars under NSS units of the college.

7.1.3 Differently abled (Divyangjan) friendliness

Items/Fecilities	Yes/No	No. of Beneficiaries
Physical facilities	Yes	4
Provision for lift	No	0
Ramp/Rails	Yes	4
Braille Software/facilities	No	0
Rest Rooms	Yes	4
Scribes for examination	No	0
Special skill development for differently abled students	No	0
Any other similar facility	No	0

7.1.4 Inclusion and situatedness

Enlist most important initiatives taken to address locational advantages and disadvantages during the year

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local	Date and duration of the initiative	Name of the initiatives	Issues addressed	Number of participating students and staff

				community		
2015	0	1	26th December	Picnic – GreenMission	1. Social awareness of not using plastic materials, tobacco and alcohal. 2. Promoting environmental awareness	200
2016	0	1	National Deworm Day	04/04/2016	Affect of worm infection with nutrients.	NSS units

7.1.5 Human values and Professional Ethics

Code of conduct (handbooks) for various stakeholders

Title	Date of Publication	Follow up (Maximum 100 words each)
NIL	NIL	NIL

7.1.6 Activities conducted for promotion of universal Values and Ethics

Activity	Duration (from___ to____)	Number of participants
"Unity in Diversity''	12/08/2015	63
Gandhi Jayanti celebration and Swachh Bharat Abhiyan to promote the values and ethics of Mahatma Gandhi "Cleanliness is next to Godliness"	02/10/2015	125

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

- Tree plantation programmes are organized by NSS and NCC units.
- A committee "Know Your Campus" is functioning for the identification and preservation of the natural resources present in our campus.
- Our campus has been made a "plastic free" zone.
- Medicinal garden is maintained by the department of Botany.

- Tobacco smoking, chewing of pan masalas and gutka is prohibited in the college campus. The hazards caused by tobacco are repeatedly highlighted by the NSS units through different events and awareness programmes.

7.2 Best Practices

Describe at least two institutional best practices.

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

https://www.giridihcollege.com/Best_Practices.pdf

7.3 Institutional Distinctiveness

Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust.

Provide the weblink of the institution (in not more than 500 words)

https://www.giridihcollege.com/Distinctiveness.pdf

8. Future Plans of action for next academic year (500 words)

   a.   Upgradation of existing laboratories and purchase of equipment to promote student projects and research activities of faculty members.

   b.   Office automation and data management system is proposed in the college. Office automation has been planned to include an online archiving of student, faculty and staff database with necessary details.

   c.   Organization of workshop, seminar and job - oriented services by the Career Counselling and Placement Unit. The college plans to organize job interviews by local companies and also organize interactive sessions of final year students with skilled professionals and alumni.

   d.   Organization of seminar and workshop by the IQAC is proposed to promote the quality improvement .

   e. Maintaining an updated database of research articles, books, book chapters, conference proceedings andseminar abstracts published by students and faculty members.

   f.   Encouraging faculty members to attend seminars and refresher courses and complete their doctoral Projects.

activities through quality publications and research projects .

i. Construction of rain water harvesting system in the college campus.

j. Increasing the number of environment friendly initiatives like tree plantation by NSS and ensuring participation of maximum number of students in such initiatives .

k. Promoting participation of students and staff in seminars, workshops, sports and cultural activities like Youth Festival organized by the college, university and other external agencies.

l. Promoting activities such as Yoga, physical exercise, meditation etc related to development of mental and physical fitness of students, faculty and staff.

m. Promoting the harmony and cooperation among the faculty members.

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