SELF STUDY REPORT

FOR

NAAC ACCREDITATION OF:-

RAMA DEVI BAJLA MAHILA MAHAVIDYALAYA, DEOGHAR

**Submitted
To:-**

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

Submitted by:-

R.D.B.M. MAHAVIDYALAYA, DEOGHAR

**(A Constituent Unit of S.K.M. University, Dumka)
[JHARKHAND]
-814112**

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R.D.B.M. MAHAVIDYALAYA, DEOGHAR

(A Constituent Unit of S.K.M. University, Dumka)

Dr. Neeraja Dubey,
Principal
M.A., Ph. D.
E-mail ID : deogharrdbmm@gmail.com

Tel. No.:- 06432-222517
Mob. No. -09431396166
Date : 24/06/2016

Letter of Intent

From,
Principal
R.D.B.M. Mahavidyalaya, Deoghar

To,
Director,
National Assessment and Accreditation Council,
P.O. Box No.-1075, Nagarbhavi
Bangalore-560072.

Subject :- Request for Assessment and Accreditation by NAAC,Cycle-1.

Dear Sir,

I am pleased to inform you that the academic Council of Rama Devi Bajla Mahila Mahavidyalaya, Deoghar has decided to request the NAAC to assess and accredit R.D.B.M. Mahavidyalaya, Deoghar.

The general information about the institution is enclosed according to the format given by the NAAC.

I request you to send further information to enable the process of self evaluation.

Yours faithfully

Principal
(R.D.B.M. Mahavidyalaya, Deoghar)

Enclosures :-
- Proposal of the meeting of Academic Council of R.D.B.M. Mahavidyalaya, Deoghar
- UGC letter for recognition under 2(f)
- Information about the institution.

NAAC - SELF STUDY REPORT

CONTENTS

NAAC - SELF STUDY REPORT

Executive Summary

Rama Devi Bajla Mahila Mahavidyalaya, Deoghar has prominence of its own as it is the known women's college in the district of Deoghar. Right from its inception, this college is very much dedicated towards imparting quality education to the girl students. Thus, the establishment of this college caused awareness among the common public of Deoghar who became eager to get their daughter/sisters admitted in this Mahavidyalaya. This is perceptible in rapid increase in number of girl students seeking admission in this college.

Rama Devi Bajla Mahila Mahavidyalaya is situated in the district of Deoghar. Deoghar town has its own importance as "Deoghar" means "abode of God" where Lord Shiva resides in the form of one of the twelve Jyotirlings. It is also one of the prominent tourist spots as it has an attractive natural setting in the midst of small hills like Trikuti, Nandan Pahar, Tapowan, Digaria Hills and a quite number of water resources. The climate of Deoghar is dry; thus it is considered as a healthy resort. This Town has District criminal and Civil Courts and a large number of Government establishments.

Deoghar is situated in the main line of the Howarh – Delhi route of the Indian Railway. Jasidih Junction is the nearest Railway Station which is about 7 KM from Baidyanathdham Railway station situated at Deoghar. Baidyanath Railway station works as a connecting Railway track between Deoghar and Jasidih. It is about 229 from Patna, Capital of Bihar, 322 from Ranchi, Capital of Jharkhand and about 315 KM from Kolkata, capital of West Bengal.

Deoghar is also called the *cultural capital* of Jharkhand as the town has a quite number of eminent writers, classical singers, Classical dancers, folk singers and folk dancers etc. The town has produced a great patriot named Pt. Binodanand Jha, who fought for the struggle of freedom and later became the Chief Minister of Bihar. He has a lot of contributions for

NAAC - SELF STUDY REPORT

Deoghar. Greatest personalities like Rabindranath Tagore, Ramkrishna Paramhansdev, Swami Vivekanand, Mahatama Gandhi, Netajee Subhash Chandra Bose, Rishi Aurobindo Ghosh etc, came and stayed at Deoghar for a long time. There is a Bengali public library after the name of Rajnarayan Bose in Deoghar. Greatest Hindi poet Ramdhari Singh 'Dinkar', Kaka Kalelkar, Sachchidanand Hiranand Vastyan, Ageya Bengali poet Vishnu Dey made the land of Deoghar their "Sadhana Bhumi".

Deoghar is not only culturally rich; it is also a religious town as Deoghar is famous for the temple of Lord Shiva popularly known as Baba Baidyanath all over India. A month long fair takes place in the month of Shrawan (July-August) every year in which pilgrims in more than lac number per day not only from all over India but from abroad come here to offer their puja to Lord Shiva, carrying water from the river Ganges at Sultanganj, a religious place in Bhagalpur District, Bihar, where the sacred river Ganges flows from north side known as "Uttarbahini Ganga". Some pilgrims come from Sultanganj to Deoghar on foot carrying water of the Ganges at Sultanganj in the *'Kawnar'*. Apart from the temple of Baidyanath, there are a quite number of hermitages or Ashrams here at Deoghar--- Balanand Ashram established by Srimat Balanand Brahamchari, Nava Durga Mandir/Ashram established by Srimat Narendarnath Brahamchari; Satsang Ashram established by Srimat Anukul Chandra Thakur. All these Ashrams are famous in all over India and have their disciples or followers in almost all parts of India. Ramkrishna Mission which not only disseminates religious ideologies to the people but also the centre for imparting quality education to the students is here at Deoghar. Bharat Sevashram Sangha also has its wing here. Rikhiya Pith famous for imparting lessons on Yoga was established by Swami Satayanand Saraswati who was famous as Yoga Guru has fabulous Ashram in Deoghar. Disciples or followers not only from different corners of India but from abroad come here to attend different religious ceremonies organised by Rikhiya Ashram.

Rama Devi Bajla Mahila Mahavidyalaya has produced quite a number

of school teachers as well as college teachers, not only that the students of this college are now working in every field, they are in administrative jobs private and public sectors like bank LIC etc. jobs and as lawyers in the local courts as advocates.

The Mahavidyalaya was established on 17th July 1962 with small number of girl students and with only one faculty – faculty of Arts. The Mahavidyalaya has the teaching at Intermediate as well as at degree level from the very beginning. The Mahavidyalaya has nine acres of land to its own credit which is basauri land situated in the heart of the town. The Mahavidyalaya is named after Smt. Rama Devi Bajla wife of Late Durgaduttjee Bajla, a noted Business man who donated the land for this Mahavidyalaya. Since this area of Deoghar falls in backward area, the percentage of literates is not still up to the mark.

The Mahavidyalaya was affiliated to Bhagalpur University, Bhagalpur on 1st June 1970 during the period of undivided Bihar. The Mahavidyalaya could get the stature of constituent college on 12th December 1980. The Mahavidyalaya was transferred to Sidho Kanhu Murmu University, Dumka in 1992, after the establishment of the said university on 10th January 1992 which is at present in the state of Jharkhand.

*The Mahavidyalaya falls in the category **Women's Mahavidyalaya.***

At present the Mahavidyalaya has three faculties -- Arts, Science and Commerce at degree level as well as three faculties—Arts, Commerce and Science at Intermediate level. The total number of students of this Mahavidyalaya is about 2000-2500 at present at Degree level. The number of students at Intermediate level is about 2400. The number has decreased at degree level in the last 2-3 years as the students are not taking interest in the traditional Honours courses of Arts, Science & Commerce as these courses fail to give employment to the students just after passing out.

The College has seven regular departments of Arts faculty right from its establishment --- namely Hindi, English, Bengali, Sanskrit, Political Science, Economics and Philosophy. Since neither the Mahavidyalaya nor the

university has the competence to create posts for the teachers; it falls in the jurisdiction of HRD but the HRD is not taking interest in it. Though the Mahavidyalaya authority has requested the HRD quite a number of times along with reminders from time to time for the creation of posts for teachers in the five subjects of Arts faculty namely Psychology, History, Home Science, Sociology and Music and also for Science and Commerce faculty. These five subjects of Arts and faculties of Commerce have got affiliation at Intermediate and degree level from the State Government right from 2002 academic session and from 2005 academic session for Science teaching at degree level but these departments are running without teachers. Thus, the classes are run by the guest faculties or by some adhoc teachers. For Commerce faculty one regular teacher has been deputed from other College by the University for the teaching of Intermediate and Degree level.

Principal
(Rama Devi Bajla Mahila Mahavidyalaya, Deoghar)

NAAC - SELF STUDY REPORT

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From the pen of the Principal

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This is a great pleasure and privilege to submit the Self Study Report (S.S.R) of Rama Devi Bajla Mahila Mahavidyalaya , Deoghar, Jharkhand, under Sido Kanhu Murmu University, Dumka, Jharkhand for the cycle 1 of accreditation by the National Assessment and Accreditation Council . Rama Devi Bajla Mahila Mahavidyalaya, Deoghar, is one of the premier women's educational institutions of the S.K.M.University, Dumka surrounded by famous Temples and beautiful hills. It is a Govt. recognized constituent institution of Sido Kanhu Murmu University, Dumka, Jharkhand and is under the fold of UGC recognition section 2(f) and 12 (B) .

Preparation of this report has been made according to the guidelines of NAAC and I appreciate all my faculty members, NAAC coordinator, IQAC Co-ordinator, Non-teaching staff members for extending their full support for the preparation of Self Study Report and help in up-loading S.S.R in the time line. The S.S.R up-loaded to the website is completely pass word free as per NAAC guidelines which can be visited at www.rdbajlamahilacollegedeoghar.com. Activities of the college in the past and present with its vision and mission are duly reflected in the report with all honesty, clarity and care to the best of my knowledge.

The Teaching – Learning and Evaluation, Extension, Infrastructure, Learning Resources, Students support, Progress report, Governance, Leadership, Management Innovations, best practices and departmental routine works of this college are also reflected briefly in the report.

Principal,
Dr.NeerajaDubey

Rama Devi Bajla Mahila Mahavidyalaya

Deoghar
Jharkhand.

NAAC - SELF STUDY REPORT

> **Strength, Weakness, Opportunity & Threats/ Challenges**

Strength: Location advantage

Maximum number of teachers are having publications. Teachers are attending National and International seminars time to time. One of our teachers namely Dr. Rita Roy,Associate Professor in English is the nominated member of General Council of " Sahitya Akademi", 'National Academy of Letters', One of our teacher namely Dr. Usha Basuri, Asstt. Professor in Bengali has attended International Seminar in Bengali at Japan.

Two of our students namely Miss Archna Kumari from the department of Political science has bagged gold medal and Miss Purnima Kumari won Gold medal from the department of Sanskrit. Our NSS team has got the best NSS award and among them one student, Priyanka Saha participated in R.D Camp, New Delhi'2016.

Weakness:

The ratio of teachers to students is very low as there is paucity of teachers in each and every department in comparison to the number of students.

It is essential for the commerce students to interact with the Industrial Institution or the upcoming businessmen but it cuts a sorry figure in this field because of the paucity of the teachers in the Commerce department. As a result of it exposure of the students in National and International level is not up to the mark.

Opportunity:

The Mahavidyalaya is situated at the heart of the town of Deoghar, hence, the location of the college is quite safe for the girls students where they can reach safely from their residence. Students have ample opportunities to offer Honours in subject according to their choice which help them pursue for higher studies or pursue for any professional

course which normally offers courses after graduation. Teachers in each and every department are always available to help them out in each and every step where they need help or suggestions from the teachers.

Threats:

To combat this adverse situation and to get more and more number of students admitted in the Mahavidyalaya from village or from backward area, it is imperative to construct hostel for girls in the campus funded by UGC to set up computer laboratory, to enhance opportunities in employment for girls, to introduce self -financing programme for ensuring skill development and to introduce teaching for post graduate level. This will help in raising the percentage of literacy among girls.

NAAC - SELF STUDY REPORT
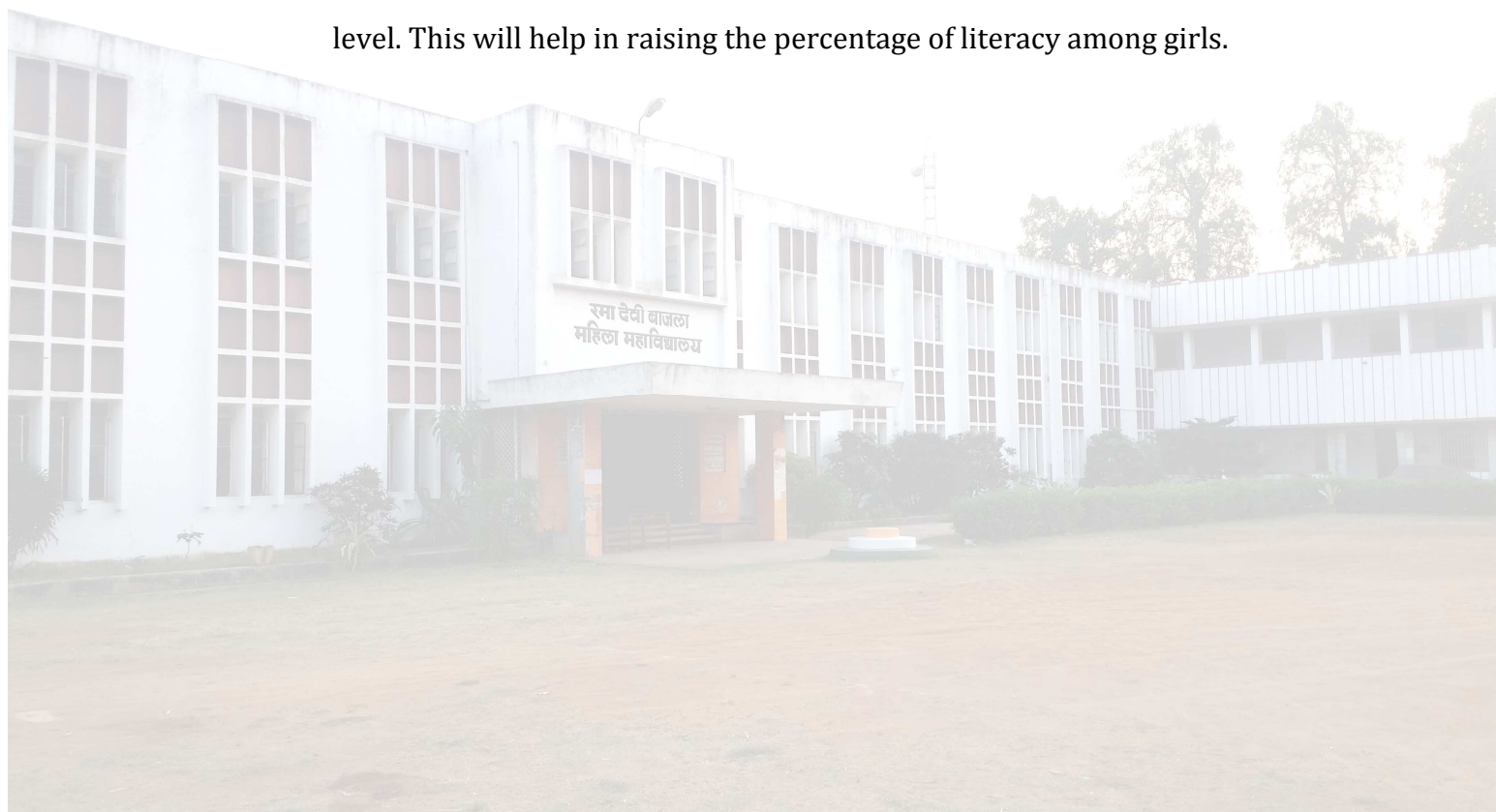
About Details of Criteria

Short notes on Criterion:

Criterion I- Curricular aspects: The Mahavidyalaya is affiliated to S.K.M. University,Dumka and enlisted under 2 (f) and 12 (B) of the University Grants Commission provides education at undergraduate level in Arts and Commerce streams only and also provides Honours teaching facilities in thirteen (13) programmes out of which (12) in Arts and (1) in Commerce. Teaching in Science faculty will start from the next session in i.e, 2016-17. Some students have scored good results in their examinations. The college can boast of its teaching standard and takes pride for the outcome of the students among the common people. The teachers in order to update their knowledge go for orientation/ refresher courses. Head of the Institution carries a very positive sense of attitude and takes personnel interest in every aspect of the day to day activities of the Institution. Higher Education policy is followed by our institution, lesson plan. Progress Notes Daily Progress Register have been maintained by the faculty subject wise as well as stream-wise which enable the teachers to prepare themselves for the lectures including revision of the courses and examination. The departmental seminars based on the curriculum are conducted in regular manner to prepare the students for the examination. The Mahavidyalaya facilitates study tour/ excursion to upgrade the students learning activities. Feedback on Curriculum are regularly taken from the students.

Criterion II – Teaching learning and evaluation.

Our objective is significantly to provide quality education in various fields so as to help all round development of the most backward students of the locality and free them from all kinds of hurdles. The student's empowerment is made transparent in admission of students under the guide lines of the S.K.M.University. **The Mahavidyalaya offers remedial coaching classes for S.C., S.T., O.B.C. Minority and Economically Backward class students and U.G.C. funded Remedial Coaching Cell has been constituted for this purpose**. The Academic mechanism of the Mahavidyalaya runs with efficient teaching members and they adopt different innovative approaches to

teaching learning. Students counselling, academic support, career guidance are provided to students. The college library purchases books and subscribes to various journals with the funds available for the purpose. Previous year question papers in the form of question bank, syllabuses are kept in the library for student's reference. The career counselling cell has been constituted to counsel the students for various competitive examinations. The student's secure good marks in the university examination even some excel the other colleges in the university. Examinations are conducted as per the programme prepared by the University. Parents- Teachers – Students triangular meetings are held to assess the performance of the students. The Mahavidyalaya plans to introduce skill oriented coursers under U.G. programmes. A number of teachers are having their own publications.

Criterion III – Research consultancy and Extension –

Ours is an undergraduate level of institution. There are least possible avenues to pursue research work because the college does not impart teaching at the post graduate level. However teachers are motivated to involve in at least the minor/ major research project sponsored by UGC in their area of study. There are eight (8) teachers having Ph. D degree. Most of the faculty members are in the line to pursue research work. Some teachers have presented their papers in State, National & International seminars and conferences.

Extension - The NSS units of the institution organizes different extension programmes like cleaning/ plantation/ literacy mission/ community health/ National Voters Day/ National Youth Day. The sexual harassment cell, Girl's sensitization Cell foster the social responsibilities and imparts information on sexual harassment. It provides guidance and counselling to girl students. NSS and **Eco Club** unit of the Mahavidyalaya are involved in various extension activities like plantation performances etc. It conducts blood donation camp/ education and literacy mission etc.

Criterion IV – Infrastructure and learning resources .

The main building of the Mahavidyalaya has Mahavidyalaya Office, Principal's Chamber, Teachers' Common room, IQAC chamber, Examination cell, accounts section, women cell and NSS room etc. There is one Class room

NAAC - SELF STUDY REPORT

and one Seminar/Confrence Hall fitted with LCD projectors.

Criterion V – Student Support and Progression

The poor and needy students get financial assistance from the State Govt. Remedial coaching under U.G.C. scheme for S.C./S.T./O.B.C. girl students have been provided .

Reservation in admission is maintained through a single window system. The meritorious students get scholarship from the State Govt. fund. We do not have the records of ragging. The institutional Anti ragging cell sincerely work to curb the ragging and has adopted the UGC regulation strictly. Career counselling cell provides various information to the students regarding the choice of career in different fields. The students union of the Mahavidyalaya actively participates in different academic and administrative activities of the college. It promotes the academic environment of the college.

Criterion VI – Governance, Leadership and Management

The Principal being the chair person, carries out the day-to-day and other vital activities of the college with the consent of the different committees formed by her. The principal plays a vital role for the governance and management of the institution. The college has efficient co-ordinating management, which maintains transparency in the governence of the college. Different committees of the college co-ordinate the different developmental works, abiding by the norms and conditions. **The Principal takes initiatives to improve the academic standard of the students and collects feedback from the students confidentially regarding the performance of the teachers**. All permanent staff members come under P.F. and Pension benefits, provided to them on their retirement by the university. Different accounts matters are monitored by the Bursar. Purchase Committee plays a vital role in making judicious expenditure of funds, maintaining proper procedure of purchase. The college adopts transparency in financial affairs and makes internal and external audit of the accounts regularly.

Criterion VII– Innovation and Best Practices

Special lectures, seminars are regularly organized by the departments. Study tours have been organized by different Departments. The staff and students

of the Mahavidyalaya have cordial relationship, and the students with their personal problems come up to the staff members for counselling. Teachers are the model for the students. The Remedial coaching has been imparted to the weaker section of the students to enhance their academic standard. All the staff members work cordially to fulfil the vision and goal of the institution to make it an ideal institution in the State. All have put their sincere efforts to pave on the path of success.

NAAC - SELF STUDY REPORT

Profile of the Mahavidyalaya

I. Profile of the Constituent Mahavidyalaya

1. Name and Address of the Mahavidyalaya:

Name:	Rama Devi Bajla Mahila Mahavidayalya, Deoghar
Address:	Castair's Town , Deoghar
City: B.Deoghar	Pin:814112 State: Jharkhand
Website:	www.rdbajlamahilacollegedeoghar.com

2. For Communication:

Designation	Name	Telephone with STD code	Mobile	Fax	Email
Principal	Dr.Neeraja Dubey	06432-292901	9431396166	06432-22517	deogharrdbmm@gmail.com
Vice Principal					
Steering Commitee Co-ordinator	Dr.Suchita Kumari		9431548372		suchitaphiloshopy@rediffmail.com

3. Status of the Institution:

Affiliated Mahavidyalaya ☐

Constituent Mahavidyalaya ☑

Any other (specify)

4. Type of Institution:
  a. By Gender
   i.   For Men ☐
   ii. For Women ☑
   iii. Co-education ☐

  b. √

NAAC - SELF STUDY REPORT

   c. By Shift
   - i. Regular   ☐
   - ii. Day   √
   - iii. Evening   ☐

5. **Is it a recognized minority institute?**

       Yes ☐   No √

   If yes specify the minority status(Religious/linguistic/any other) and provide documentary evidence.

6. Sources of funding:

   Government

   Grant-in-aid Self-financing Any other

7. a. Date of establishment of the college: **17/07/1962**(dd/mm/yyyy)

   b. University to which the Mahavidyalaya is affiliated/or which governs the Mahavidyalaya(If it is a constituent College)

   S.K.M.University,Dumka

   c. Details of UGC recognition:

Under Section	Date, Month& Year (dd-mm-yyyy)	Remarks(If any)
i.2(f)	02.05.1989	Certificate of UGC attached Annx-III
ii.12(B)	02.05.1989	Certificate of UGC attached Annx-III

   (Enclose the Certificate of recognition u/s 2(f)and12(B)of the UGC Act)

   d. Details of recognition/approval by statutory/regulatory bodies other than UGC (AICTE, NCTE, MCI, DCI, PCI, RCI etc.)

Under Section/ Clause	Recognition/Approval details Institution/Department Programme	Day, Month and Year (dd-mm-yyyy)	Validity	Remarks
i.				
ii.				
iii.				
iv.				

   (Enclose the recognition/approval letter)

8. **Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC),on its affiliated Mahavidyalayas?**

       Yes ☐   No √

NAAC - SELF STUDY REPORT

If yes, has the Mahavidyalaya applied for availing the autonomous status?

Yes ☐ No ☐

9. **Is the Mahavidyalaya recognized**
   a. **By UGC as a Mahavidyalaya with Potential for Excellence (CPE)?**

   Yes ☐ No ☑

   If yes, date of recognition ___/___/____(dd/mm/yyyy).

   b. **For its performance by any other governmental agency?**

   Yes ☐ No ☑

   If yes, Name of the agency ……………………………………………………..and

   Date of recognition ___/___/____ (dd/mm/yyyy).

10. Location of the campus and area in sq.mts:

Location*	Urban
Campus area in sq.mts.	**36421.704 sq.mts.**
Built up area in sq.mts.	**28327.992 sq.mts.**

(*Urban, Semi-urban, Rural, Tribal, Hilly Area, Any others specify)

10. Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or incise the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.

   ➢ Auditorium/seminar complex with infrastructural facilities
   ➢ Sports facilities

   ✓ **Playground**
   * Swimming pool
   * Gymnasium

   ➢ Hostel
   * Boys's hostel

   i. Number of hostels
   ii. Number of inmates
   iii. Facilities (mention available facilities)

NAAC - SELF STUDY REPORT

* Girls's hostel

i.   Number of hostels: **01**

                            02 Under Construction

ii.   Number of inmates : **50.**

iii. Facilities (mention available facilities): **Electricty & water facility.**

* Working women's hostel   : **No**

i. Number of inmates

ii. Facilities (mention available facilities)

- Residential facilities for teaching and non-teaching staff(given umbers available—cadre wise)
- Cafeteria— XX
- Health centre–**Yes**

   Health centre staff:
   Qualified doctor   Full time [   ]   Part-time [√]
   Qualified Nurse   Full time [   ]   Part-time [   ]

- Facilities like banking, post office, book shops.   **X**
- Transport facilities to cater to the need so students and staff   **X**
- Animal house   **X**
- Biological waste disposal   **X**

✓ **Generator other   facility for management/regulation of electricity and voltage**

- Solid waste management facility
- Waste water management

✓ - **Water harvesting**

12. Details of programmes offered by the Mahavidyalaya (Give data for current academic year)

Programme Level	Name of the Programme/Course	Duration	Entry Qualification	Medium of instruction	Sanctioned /approved Student strength	No.of students admitted
Under-Graduate	B.A , B.Sc. & B.Com	3 Years	I.A, I.Sc. & I.Com.	English , Hindi &Bengali	1200	516
Post-Graduate						

Integrated Programmes PG						
Ph.D.						
M.Phil.						
Ph.D Certificate courses						
UG Diploma						
PG Diploma						
Any Other (specify and provide details)						

Note:- B.sc. Course : We will start teaching up to B.sc Honours level from the **session 2016-17**. We are having talk with the university in this regard to appoint science teachers and purchase of equipments for the laboratory.

13. Does the Mahavidyalaya offer self-financed Programmes?

✓   **NO**   Yes

If yes, how many?

14. New programmes introduced in the college during the last five years if any?

✓ **No**   Yes

15. List the departments: (respond applicable only and do not list facilities like Library, Physical Education as departments, unless they are also offering academic degree awarding programmes. Similarly, do not list the departments offering common compulsory subjects for all the programmes like English, regional languages etc.)

NAAC - SELF STUDY REPORT

Faculty	Departments (eg. Physics, Botany, History etc.)	UG	PG	Research
Science	Physics, Chemistry,Mathematics & Zoology , Botanay	√	-	-
Arts	Hindi, English, Sanskrit, Bengali, Philoshopy,Music, Home Science,Psychology, History, Political Science, Economics,Sociology,	✓	-	-
Commerce	Account, PBM, B.Eco., BRF	✓	XX	XX
Any Other (Specify)	-	-	-	-

16. **Number of programmers offered under (Programme means a degree course like BA, B.Com. & B.Sc.)**
    a. Annual system ⬚ 3
    b. Semester system ⬚
    c. Trimester system ⬚
17. **Number of programmes with**
    a. Choice Based Credit System ⬚ √
    b. Inter/Multidisciplinary Approach ⬚ √
    c. Any other(Specify and provide details) ⬚
18. **Does the college offer UG and/or PG programmes in Teacher Education?**

    Yes ⬚   No ⬚ √

    If yes,
    a. Year of Introduction of the programme(s)_____(dd/mm/yyyy)
       and number of batches that completed the programme ⬚
    b. NCTE recognition details(if applicable)
       Notification No: ……………………..
       Date:…………………..(dd/mm/yyyy)
       Validity:………………………………
    c. Is the institution opting for assessment and accreditation of Teacher
       Education Programme separately?

       Yes ⬚   No ⬚
19. **Does the college offer UG or PG programme in Physical Education?**

    Yes ⬚   No ⬚ √

    If yes,

    a. Year of Introduction of the programme(s)………………………(dd/mm/yyyy)
       and number of batches that completed the programme ⬚
    b. NCTE recognition details(if applicable)

       Notification No: ……………………..

       Date:…………………..(dd/mm/yyyy)

NAAC - SELF STUDY REPORT

Validity:………………………………

c. Is the institution opting for assessment and accreditation of Physical Education Programme separately?

Yes [   ]   No [   ]

20. Number of teaching and non-teaching positions in the Institution

Positions	Teaching faculty						Non-teaching staff		Technical staff	
	Professor		Associate Professor		Assistant Professor					
	*M	*F	*M	*F	*M	*F	*M	*F	*M	*F
Sanctioned by the UGC/University/ State Government			01	02	03	08	11	07	00	00
Re recruit	14						IIIrd grade - 06, IVth grade-12			
Yet to recruit	02						IIIrd grade-05, IVth grade-02			
Sanctioned by the Management/ society or other authorized bodies Recruited										
Yet to recruit										

*M-Male*F-Female

21. Qualifications of the teaching staff:

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.							
Ph.D.			01	02	01	04	08
M.Phil.							
PG				01	02	03	06
Temporary teachers							
Ph.D.						04	04
M.Phil.							
PG					02	02	04
Part-time teachers							
Ph.D.							
M.Phil.							
PG							

22. Number of Visiting Faculty/Guest Faculty engaged with the college.   **02**

NAAC - SELF STUDY REPORT

23. Furnish the number of the students admitted to the Mahavidyalaya during the last four academic years.

Categories	Year1		Year2		Year3		Year4	
	Male	Female	Male	Female	Male	Female	Male	Female
SC		34		50		49		94
ST		21		37		34		41
OBC		129		174		132		191
General		1274		1269		1437		1621
Others								

24. Details of students enrolment in the Mahavidyalaya during the current academic year:

Type of students	UG	PG	M.Phil.	Ph.D.	Total
Students from the same state where the Mahavidyalaya is	1917				1917
Students from other states of India	30				30
NRI students					
Foreign students					
Total	1947				1947

25. Drop out rate in UG and PG (average of the last two batches

UG [22]   PG [Nil]

26. Unit Cost of Education

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

(a)including the salary component   Rs. 11634.5

(b)excluding the salary component   Rs.Rs.1327.8

27.   **Does the college offer any programme/s in distance education mode(DEP)?**

Yes [ ]   No [√]

If yes,

   a) is it a registered center for offering distance education programmes of another University
      Yes [ ]   No [ ]

   b) Name of the University which has granted such registration.

NAAC - SELF STUDY REPORT

c) Number of programmes offered [   ]

d) Programmes carry the recognition of the Distance Education Council

Yes [   ]   No [   ]

28. **Provide Teacher-student ratio for each of the programme/course offered**
   A. U.G
   B.A -   78:6

   B.Com -148:0

29.   **Is the college applying for**

   Accreditation: Cycle-1 [√]   Cycle 2 [   ]   Cycle3 [   ]

   Re-Assessment: [   ]

   (Cycle 1 refers to first accreditation and Cycle 2, Cycle 3 and Cycle 4 refers

   to re-accrediation)

   (Cycle1 refer store of first accreditation and Cycle2, Cycle3 and Cycle4 refer store- accreditation)

30. **Date of accreditation*(applicable for Cycle2, Cycle3, Cycle4 and re-assessment only)**

   Cycle1: **NA** (dd/mm/yyyy)

   Accreditation Outcome/Result...........

   Cycle2:.................(dd/mm/yyyy) Accreditation Outcome/Result...........

   Cycle3:................ (dd/mm/yyyy) Accreditation Outcome/Result...........

   *Kindly enclose copy of accreditation certificate(s) and peer team report(s)as an annexure.

31. **Number of working days during the last academic year.**

   [250   ]

32.   **Number of teaching days during the last academic year**

   (Teaching days means days on which lectures were engaged excluding the examination days)

   [181   ]

NAAC - SELF STUDY REPORT

33. **Date of establishment of Internal Quality Assurance Cell (IQAC) IQAC 01 August 2013 (dd/mm/yyyy)**

34. **Details regarding submission of Annual Quality Assurance Reports(AQAR) to NAAC:**   **Not Submitted up till now.**

   AQAR (i)………………………….. (dd/mm/yyyy)
   AQAR (ii)………………………….. (dd/mm/yyyy)
   AQAR (iii)………………………….. (dd/mm/yyyy)
   AQAR (iv)………………………….. (dd/mm/yyyy)

35. **Any other relevant data(not covered above)the college would like to include.(Do not include explanatory/descriptive information.)**

NAAC - SELF STUDY REPORT

Criteria-Wise Inputs

CRITERION I-CURRICULAR ASPECTS

1.1 Curriculum Planning and Implementation

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

Vision:

Vision of the college is to impart quality education to the girl students of this locality and to strengthen the women's empowerment with an affordable admission fee of Rs 14/- only and not charging any tuition fee. The aim of the college is to inculcate quality education in Arts, Science and Commerce to enhance the employability of the girl students and ultimately to engage the girl students in NSS activities to make them more sociable and committed to the society at a large.

Mission:

The Mission of the college is to impart teaching in the class room both with the traditional and e-system and has purchased LCD projector to implement latest teaching tool for the girls which will help them to present papers in the seminars and workshops.

Objectives:

To produce girl students with self-confidence with good graduate attributes and to exchange their experiences and thoughts with the poor and needy people of the society by exchanging their knowledge.

The Vision, Mission and Objectives are already disseminated in the Mahavidyalaya website, Notice Board and important places of the institution.

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

Principal is one of the members in Academic Council and also included in the Syndicate and senate of the S.K.M. University, Dumka. She puts her thoughts and submits feedback report on the curriculum to the University as and when required. But, Principal cannot develop any curriculum of the University, she can advise the faculties to take classes as per the action plan.

NAAC - SELF STUDY REPORT

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

To bring improvement in teaching practice, Principal deputes faculty members time to time to the University to be trained to implement the new programmes. She also encourage them to be more transparent with the students regarding teaching learning process.

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

Every department has been advised to follow the lesson plan and lesson note for effective curriculum delivery.

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

Presently the Institution imparts Under Graduate programmes only in Arts and Commerce and there is no chance of any research activities and industry visits. There is no such big industry nearby.

1.1.6 **What are the contributions of the institution and/or its staff members to the development of the curriculum by the University?(number of staff members/departments represented on the Board of Studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.**

Teachers feedback are taken as an innovative methods introduced recently and feedbacks are taken on curriculum from the students. All the feedbacks are submitted to the University through proper channel.

1.1.7 **Does the institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating university) by it?**

If 'yes', give details on the process ('Needs Assessment', design, development and planning) and the courses for which the curriculum has been developed.

Principal cannot develop any curriculum of the University. She can

advise the faculty members to take classes as per the action plan.

Principal is one of the members in Academic Council and in the Syndicate of the S.K.M. University,Dumka. She puts her thoughts and submits feedback report on the curriculum to the University as and when required.

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

Once the course is completed by the faculty followed by the lesson plan and evaluate through the examination system which prove and ensure the objectives of the curriculum.

1.2 Academic Flexibility

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

Diploma course are not being imparted here but Mahavidyalaya is imparting computer certificate course for the girl students. Simultaneously one organization namely "FEEL" is imparting skill development courses with a slogan of " Beti Bachao Beti Padhao".

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

Twinning dual degree programme are not offered by the university.

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

✴Range of Core/Elective options offered by the University and those opted by the Mahavidyalaya. Mahavidyalaya is imparting core options in (EVS) for Degree part III students and RB Hindi in degree part I and II students. Electives are Hindi, English, Sanskrit, Bengali, Philosophy, Political Science, Economics, Home Science, Music, History and Sociology.

✴ Choice Based Credit System and range of subject options
Choice Based Credit System (CBCS) and range of subject options can only be implemented when the University will introduce the system.

- Courses offered in modular form: Not yet introduced.
- Credit transfer has and accumulation facility: The accumulation facility with credit transfer has not yet been implemented.
- Lateral and vertical mobility within and across programmes and courses: Yet to be introduced.
- Enrichment courses: Doubt clearing, remedial, communicative English and spoken English are taught as enrichment

courses.

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

Being a women's college till date no self-financing programme has been introduced. Data regarding admission, curriculum, fee structure, teacher qualification, salary etc. will be submitted after the college introduces such programme.

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

Our hands are tight because of Women's college and that too Government Women's college. We cannot introduce any type of additional skill oriented programme without the due permission of the University and department of Higher Education.*

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

Face to face mode of distance education has not been introduced by our University.

1.3 Curriculum Enrichment

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

Once the course is completed by the faculty followed by the lesson plan and evaluate through the examination system which prove and ensure the objectives of the curriculum.

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

To enrich the curriculum Institution invites resource persons and invite different training institute to organise different skill development programmes.

NAAC - SELF STUDY REPORT

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

Lessons on Human Rights are imparted to the students of Degree Part III in Political Science subjects. Lessons on environmental Education are imparted to all the students of Degree part III as a compulsory subject.

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

- **Moral and ethical values:** Yoga classes are made mandatory for students and village adoption programme are being conducted regularly through NSS of the college. The college has adopted villages namely " Bariar Bandhi and Khoradha**".**

- **Employable and life skills:** Recently Mahavidyalaya has established a career counselling cell to motivate students for their future employment and conduct programmes for their life skills.

- **Better career options:** As this institution is not a self financing technical institution so better career options are really a dream for our students.

- **Community orientation:** Different Community orientation programmes are organised by the NSS students. Very soon the institution will select students to join NCC.

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

Feedbacks are being collected from the students which later on are being submitted to the University.

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

One of our professors namely Dr. Rita Roy who is in charge of IQAC of the NAAC, monitors the enrichment programme with the backend support of the IQAC coordinator.

1.4 Feedback System

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

The institution neither can design the University curriculum nor can develop.

NAAC - SELF STUDY REPORT

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

We have already stated that feedback is taken from the students on curriculum which is communicated to the University from time to time.

1.4.3 **How many new programmes/courses were introduced by the institution during the last four years? What was the rationale for introducing new courses/programmes?)**

No new programme has been introduced in last four years.

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

CRITERION: II TEACHING LEARING & EVALUATION

2.1 Student Enrolment and Profile

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

Answer: The College adheres to transparent process of admission. The dates of admission for various courses are published in the (Official newspaper). The dates are also uploaded on the R.D Bajla Mahila Mahavidyalaya website. Admission Notice is also notified through notice board. The admission process is offline for UG. The prospectus and application form is uploaded in the Mahavidyalaya website and the same is made available in Admission Wing of the Mahavidyalaya during the working days from 10 am to 5 pm. Application forms can be either downloaded from the website or can be procured from Admission Wing of the college. All the duly filled in form is be submitted in the admission Wing. Prescribed fee for the downloaded form should be remitted at the time of submission.

Mahavidyalaya Prospectus

College Prospectus contains Admission Form and has the detail profile of the college, details of Academic Programmes offered by the college, the amenities and the host of opportunities the college offers. Prospectus is also made available through the website of the college.

Institutional website:
http:// www.rdbajlamahilacollegedeoghar.com has been developed. The website is updated at regular interval. Complete details about college including profile of faculty are easily accessible from the website. The college also published a news bulletin.

2.1.2 **Explain in detail the criteria adopted and process of admission (Ex. (i)**

merit (ii) common admission test conducted by state agencies and national agencies (iii) combination of merit and entrance test or merit, entrance test and interview (iv) any other) to various programs of the Institution.

Aspirants from Jharkhand, students from the border area of Bihar seek admission in R.D Bajla Mahila Mahavidyalaya. The college being in an urban area offers a variety of UG Courses which attracts applicants for admission in the college. Meritorious students of multilingual backgrounds seek admission in this college. Enrollment of students is carried out strictly on the basis of merit without conducting Common admission test and the process of admission is in compliance with the norms of S.K.M. University,Dumka. Merit list is prepared on the basis of marks obtained by them in Senior Intermediate School/ college Certificate Exams (Class XII) conducted by Council and other Boards and Universities in Jharkhand and Bihar.

Absolute transparency is maintained in displaying the merit list by inviting claims and objection. Counselling is done for various courses on different dates on the basis of the final merit list and in accordance with the Reservation Norms of the Government of India.

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

Sl.N0.	Level Course	Min.	Maxi.	Min	Maxi.	Min.	Maxi.	Min.	Maxi.
UG Course		2012-13		2013-14		2014-15		2015-16	
01	Hindi	47.25%	69%	51.25%	61.12%	47.25%	69%	48%	64.5%
02	English	46.5%	68.5%	48.5%	74.2%	68.8%	46.5%	51.37%	66.62%
03	Bengali	53.5%	53.5%	67.3%	67.3%	53.5%	53.5%	58.6%	59%
04	Pol.Sc.	47.6%	67.75%	46.3%	65.3%	47.6%	67.75%	47.5%	68.5%
05	Economics	47%	64%	48.1%	69%	47%	64%	48.2%	71.5%
06	History	47.7%	63.3%	51.25%	61.12%	47.7%	63.3%	46.3%	62.8%
07	Sociology	46.62%	60.75%	46.5%	62.1%	46.62%	60.75%	48.5%	50.12%
08	Sanskrit	60.8%	68.75%	64.3%	67.6%	60.8%	68.75%	59.5%	85.1%
09	Philosophy	51.12%	62%	51.2%	55.8%	51.12%	62%	53.5%	60.1%
10	Psychology	54.3%	67%	64.5%	68.3%	54.3%	67%	58.75%	71.75%
11	Music	-----	-----	---	---	-----	-----	----	---
12	Home Science	54.5%	60.8%	---	---	54.5%	60.8%	---	---
13	Commerce	52.12%	71%	48.37%	74.3%	52.12%	71%	52.1%	69.37%

The college offers three years degree course. Aspirants apply for the admission and the admission committee scrutinizes the application forms and a list of aspiring students is prepared on the basis of merit and then list of selected candidates is published .The minimum percentage of marks is 45% as fixed by the affiliating University. But it depends upon the number of applicants as higher the number of applicants the cut off marks is to be fixed for admission and selection accordingly.

NAAC - SELF STUDY REPORT

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

Yes, the admission committee in coordination with admission in charge reviews the admission process. Admission Process has been made mandatory which help in obtaining the profile of the students admitted annually. During the admission process the students are assessed through counselling by personal interviews and marks. Admission Wing makes an analysis of students' academic background and obtains economic status from the statistical data admitted in the undergraduate Programmes. The outcome of such an effort results in bringing transparency, streamlining and systematizing the admission process.

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

(A) SC/ST/OBC

The admission to SC/ST/OBC students is made as per rules and regulations laid down by State Higher Education Department and the University .As compared to other newly established Mahavidyalayas of the area, this institution has developed best teaching/learning practices and infrastructural facilities which attract these categories to this institution. Besides, the Mahavidyalaya motivates students from SC/ST/OBC to seek admission in this Mahavidyalaya after counselling and ensuring them that special care will be taken to provide financial assistance under special UGC/state Govt. schemes .Special classes are also arranged for such students.

(B) Differently-abled

The number of differently abled students seeking admission in Mahavidyalaya is very less, though all services for this category are available here .Every care is taken to provide necessary facilities to such students. Such students are provided additional facilities at the time of University Examination like giving them concessions in examination fee, convenient seating facilities etc. The faculty and staff are always ready to offer every possible help to such students.

(C) Economically weaker sections

There is reservation for students belonging to economically weaker sections of the society, at the discretion of the Principal. They are also given various benefits like fee concession.

* **Minority community:** N.A.

∗ **Any other: N.A.**

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

Session 11-12

Programme	No. of application	No. of students admitted	Demand ratio
U.G			
B.A, B.Com. Ist Yr.	700	677	>100%
B.A, B.Com. IInd Yr.		449	>100%
B.A, B.Com. IIIrd Yr.		332	>100%

Session 12-13

Programme	No. of application	No. of students admitted	Demand ratio
U.G			
B.A, B.Com. Ist Yr.	1000	797	>100%
B.A, B.Com. IInd Yr.		417	>100%
B.A, B.Com. IIIrd Yr.		316	>100%

Session 13-14

Programme	No. of application	No. of students admitted	Demand ratio
U.G			
B.A, B.Com. Ist Yr.	800	668	>100%
B.A, B.Com. IInd Yr.		552	>100%
B.A, B.Com. IIIrd Yr.		432	>100%

Session 14-15

Programme	No. of application	No. of students admitted	Demand ratio
U.G			
B.A, B.Com. Ist Yr.	900	878	>100%
B.A, B.Com. IInd Yr.		553	>100%
B.A, B.Com. IIIrd Yr.		516	>100%

NAAC - SELF STUDY REPORT

2.2 Catering to Student Diversity

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

The needs of differently-abled students are taken proper care by the Mahavidyalaya. Orthopedically handicapped students are allotted their time-table in such a manner that their classes are held on the ground-floor. Ramp facilities exist in the college. During End Term Examinations they are allowed additional time of 10-15 minutes. Proper counselling is rendered to them by women Cell and Students Guidance Bureau. Differently Abled students are also accommodated in special coaching classes and are provided coaching for competitive examination. During admission, reservation policy as laid down by Govt. of India, is strictly followed.

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

The admission committee holds talks/discussions with students regarding their aptitude/interest during counselling and suggests them subjects keeping their aptitude/interest in view. The admission Committee also refers students to subject experts for providing comprehensive advice as and when required.

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

In order to bridge the gap of the enrolled students remedial classes are conducted for slow learners and emphasis is also given for the overall development of personality of students. Moreover, an orientation programme is organized for the students at the commencement of each academic year. During the orientation programme, students are apprised of the objectives of the institution as well as emerging trends in education and employment.

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

The college is being a complete women's institution and the environment of the college is such that there is no gender discrimination. Girls are given opportunities in exhibiting their calibre.

NAAC - SELF STUDY REPORT

The Class Representatives of the college Student union are girls only. Similarly, female members of the faculty are assigned prime role to play in the developmental activities of the college. Workshop on UGC Capacity Building of Women in Higher Education was organized in R.D Bajla Mahila Mahavidyalaya. Gender Budgeting Cell/Women Cell exists in the college for the welfare of the womenfolk of R.D Bajla Mahila Mahavidyalaya.

Sexual Harassment Cell is not required in the college because this is women's college. Members of faculty and students are treated equally in religious aspects and secularism in true sense persists in the college. The college never discriminates on gender and religious issues. All kinds of academic help are provided to the economically and socially weaker section students. College facilitates various organizations to organize Blood donation camps in the college at frequent intervals wherein the students and staff donate blood. R.D. Bajla Mahavidyalaya campus is plastic-free.

Planting of sapling is carried out on all important occasions

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

The Mahavidyalaya identifies advanced learners through the following methods:
* Interactive classroom teaching and classroom discussions.
* Conducting End term tests.
* Assessing the marks obtained in End Term exams Learners are facilitated by organizing extension lectures and seminars.

The college organizes UGC Sponsored National Seminar/ Workshop/ Conference wherein students are given Opportunity to participate and interact with eminent scholars of national and international repute. The college assists the students in participating in the State Level Seminar held from time to time on the burning issues. Students are motivated and guided for preparation of   various inters collegiate level and state level competitions. Students are motivated to have high aspirations and to enable them to fulfil their aims. Competitive spirit is also infused in them.

2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the program duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc.)?

On the basis of the data of academic performance of the students

collected by Admission Wing and the inputs received from the Faculty members of various departments, the following remedial measures are taken:

To organize remedial Classes for the disadvantaged sections of society and slow learners.

To minimize drop out, by calling the parents of those students who do not attend classes regularly. Teachers discuss the problems with their parents and help the students accordingly.

To provide more practice on the critical subjects.

To provide congenial atmosphere for physically challenged students.

To enable the students belonging to economically weaker section to avail the welfare scheme organized by social Welfare Board and Directorate of Social Welfare Jharkhand Administration.

2.3 Teaching-Learning Process

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

The Institution publishes schedule of academic and co-curricular activities in the beginning of every academic year. Time Table for the entire Mahavidyalaya is distributed to the Head of the department of various disciplines and on the basis of the Mahavidyalaya Main Time Table; the Head of the Department of each discipline prepares time Table for the concerned department. Thereby, classes are allocated to faculties for the entire Curriculum and the responsibility vests on the faculty to complete the syllabus well prior to the University examinations to the best satisfaction of the students.

A copy of the time Table is also displayed on the departmental notice board. The time table for End Term examination conducted by S.K.M. University is intimated to the students well before the exams. On the basis of the evaluation of the term tests conducted by each faculty, students are given feedback for improvement. A minimum of 75% of attendance is the eligibility criteria for appearing in the End Term examinations for each student.

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

Maintenance and sustenance of Quality parameter is the key aspects of the Institution and IQAC is a part of institution's system and the cell works towards realization of the goals of quality enhancement. IQAC adopts the following measures to improve the teaching-learning process:

* Motivating faculty members to adopt innovative method of teaching.

* Ensuring access to computers, internet and computer-aided packages which are available at the department and college level.Collecting feedback forms from the students in order to analyze and judge the teaching style of the teacher so as to give advice for improvement if necessary and thus to assure the quality.

* Ensuring the adequacy, maintenance and functioning of the support   structure and services in institution.

* Ensuring timely, efficient and progressive performance of academic activities according to the academic calendar.

* To timely assess the Annual Performance Index (API) score of faculty to enable them to attain promotion based on the Career Advancement Scheme (CAS) as stipulated in the UGC Regulation 2010 so as to motivate them to work with dedication and sincerity.

* Conduct periodical discussion with all HODs for further improvement.

* To encourage and motivate students for academics

* Optimization and integration of modern tools for teaching and learning

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

Learning is made more student-centric by laying emphasis on making it more participatory and interactive through Group Activities like group discussions, brainstorming, role playing and academic debates which results in the construction of new area of learning and independent learning among the students. Students are motivated to have prior reading on the topics which results in better participation. Many teachers have introduced more experimental learning opportunities, making learning more thorough and enjoyable. Seminar paper presentation is insisted where in the students present their papers on the topics given to them in the class and it helps students take responsibility for what is learnt. An excellent library with near about 12,500 number of Text and Reference books, journals and reading facilities are available to facilitate students to enhance their knowledge in a broad spectrum. The   atmosphere in the college for students is quite friendly and it enables students to freely interact with faculty and get their doubt clarified without any hesitation. Various departments of Rama Devi Bajla Mahila Mahavidyalaya organize various types of co-curricular activities like quiz, paper-presentation, debates etc. that help students in developing their personality. The college assists and encourages students in participating Intercollege and state level competitions related to co-curricular activities that no doubt enhance their creativity but it also infuses competitive spirit in them. Facilities

available in the college and conducive academic atmosphere prevalent in the college enable the students to develop their interactive skills.

2.3.4 **How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators?**

: In addition to conventional method of teaching, students are given adequate opportunity to have recurrent interactions in the classrooms by involving them in group discussion, group learning and reasoning. Brainstorming session occurs regularly wherein the students come out with their perspectives to tackle burning issues. The teachers extend adequate freedom to students to express their ideas in the classroom and outside the class room on the subject matter and current issues. Efforts are made to promote creativity amongst students by encouraging them and providing opportunities to them to do event management of various programmes and events that are held in the college premises like Techno Fest, study tour etc. Various clubs and societies organize various programs in the college in addition to the programmes organized by NSS, ECO Club and Cultural Committee of the college and thus college has become the hub of numerous activities. The college leaves no stone unturned to develop overall personality of the students by involving them in multifaceted activities. The college inspires and nurtures creativity and scientific temperament among the learners by providing opportunities for the following:

*Academic projects

*Field work / survey

*Seminars & Power Point Presentations

*Creative Assignments viz. Story writing competition, Slogan Writing, Essay Writing Competition, Multiple Choice Questions and Quiz

*Participating in UGC Sponsored National level Seminars/Workshops/Conferences

*Brainstorming sessions, Panel Discussions, Group Discussions.

2.3.5 **What are the technologies and facilities available and used by the faculty for effective teaching?**

Eg: Virtual laboratories, e-learning-resources from National Programme on Technology Enhanced Learning (NPTEL) and National Mission on Education through Information and Communication Technology(NME-ICT),open educational resources, mobile education, etc.

1. Laboratories of both the streams are computer equipped

2. Computer lab with ten (10) numbers of computers with internet access, scanner and printer for self-paced learning.

3. Most of the departments are equipped with computers and other accessories for preparation of teaching resources.

4. CD/DVD writing facility

5. Wi-Fi facility is available in the campus.

6. Regular computer training programme is organized in the Mahavidyalaya.

7. Availability of audio-visual aid.

8. Library is equipped with computers, Internet, photocopier, etc.

9. Projectors (LCD).

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

The Mahavidyalaya strongly promotes the practice of inviting experts and people of eminence to address the students and faculties to get exposure to the students and faculty about advance level of knowledge and skills. Further in order to enable the students and faculty to attain advance level of knowledge and skills the following practices are adopted:

Organizing Departmental and National Seminars. Organizing Extension lectures by experts in their respective fields to share their knowledge with students. Group Discussions and Seminars for U.G. Students. Educational trips are organized to give firsthand knowledge to students. Encourages student's participation in symposium/seminar conducted by the Mahavidyalaya & other institutions.

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

The Mahavidyalaya provides various guidance services to the students through the following methods:

- Students Guidance Bureau: Students' Guidance Bureau has been established for academic and career counselling. This cell enables the students to chalk out academic roadmaps for themselves. It also assists the students to acquaint them with various career options through seminars and special lectures.
- Mahavidyalaya organizes Orientation Programme and Counselling classes for the students to address problems related to stress, anxiety, examination phobia and adjustment to changed environment. During counselling, students are motivated to become self-reliant.
  Some banks and other Institutions of Competitive spirit infuse them from time to time and motivate them to prepare for competitive exams at the centre which are at their door step.

- Mahavidyalaya Student Council consisting of the elected representatives of students and a few members of faculty as advisors deal with the issues of the students.
- A Complaint Box has been installed in the campus. Any grievance may be given in writing by the students and dropped into the complaint box. The grievances are then taken up at the appropriate level and addressed accordingly.
- The atmosphere of the Mahavidyalaya is so student friendly that members
  of faculty are always available to heed to the problems of. Students.
  Further, students always feel free to approach the faculty for any
  kind of guidance-personal, professional and so on. Students come
  with a burden and special endeavours are made to resolve their
  issues.

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

The Mahavidyalaya encourages the faculty to adopt innovative teaching methods to make teaching effective and meaningful. The Mahavidyalaya provides the necessary facilities to the faculty to complement their teaching with various new and innovative teaching approaches. Multifarious activities are adopted by almost all the faculty.

Activities undertaken:

Power Point Presentations and use of internet to make teaching-learning more interactive and interesting.

Field trips

Educational trips

Sociological surveys concerning social problems and Issues

National and State Level seminars organized

Workshops and extension lectures by eminent scholars and subject experts

Film Show on novels and books and plays.

You tube : Video of different topic

Remedial classes are held for slow learners.

Project works are given to students.

Problem solving method is frequently used.

To encourage the visit to library, students are also given assignments which they complete using books from library.

Students of each disciplines are encouraged to maintain Bulletin Board in their respective departments.

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

The Mahavidyalaya has state of art library that caters to the needs of teachers and students by providing access to books and journals. There is a separate section for Reference Books. Text books are kept in separate book shelves. The books from the library are issued to the students. The library functions on all days except Sundays and Government Holidays. Books for Competitive Examinations are made available to the students. On the basis of the requisition for books and journals submitted by all the departments of the Mahavidyalaya, books are procured and academic journals are subscribed in the library.

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

The Institution does not face any challenges in completing the curriculum within the planned time frame and calendar.

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

The senior most faculty of each department is designated as Head of the Department and the Head of the department ensures and enhances the quality of teaching learning. Feedbacks relating to teaching and learning, received from the students and the recommendations /suggestions received are discussed and incorporated to make the teaching and learning effective.

The members of the faculty are facilitated to undergo mandatory refresher and orientation courses conducted by UGC to upgrade their teaching skills and refresh their knowledge in the field.

The Principal takes rounds of the college to monitor and ensure effective teaching and feedback if any is given to the faculty.

Further, based on Principal's interaction with the students at regular intervals, the Principal gives suggestions to attain efficiency.

2.4 Teacher Quality:-

2.4.1 Provide the following details and elaborate on the strategies adopted by the Mahavidyalaya in planning and management (recruitment and retention) of its human resource (qualified and competent teachers)to meet the changing requirements of the curriculum

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent Teachers							
D.Sc./D.Litt.							
Ph.D.			01	02	01	04	08
M.Phil							
P.G				01	02	03	06
Temporary Teachers							
Ph.D.						04	04
M.Phil							
P.G					02	02	04
Part times Teachers							
Ph.D.							
M.Phil							
P.G							

2.4.2 How does the institution cope with the growing demand/ scarcity of

qualified senior faculty to teach new programmes/ modern areas (emerging areas) of study being introduced (Biotechnology, IT, Bio informatics etc.)? Provide details on the efforts made by the institution in this direction and the outcome during the last three years.

The college sends the requisite vacant posts of the Professors/teachers to the University. The University in turn sends them to the State level Commission. The recruitment process is done by the Commission. The selected candidates are placed accordingly by the Vice-chancellor.

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

a) **Nomination to staff development programmes**

Academic Staff Development Programmes	Number of faculty nominated
Refresher courses	10
HRD programmes	02
Orientation programmes	09
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer/winter schools, workshops,etc.	03

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

- **Teaching learning methods/approaches**
  The institution takes several steps to empower and enable the use of various tools and technology for improving teaching/learning .The use of latest technology viz.-
- Inflibnet- Under process.
- Internet
- LCD Projectors
- OHP
- Creating power point presentation is promoted by the institution

- **Handling new curriculum**
  Most of the members of University of syllabus committee receive the necessary guidelines /instructions which they pass on to other teachers for implementation.
- Content/ knowledge management.
- Selection, development and use of enrichment materials
- Assessment.

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The self assessment report is one of the important yard sticks used for the promotion of the faculty. It also gives a picture of the needs of the faculty in terms of their research and other activities. Suggestions to improve the academic system, provided by the faculty through the self assessment report are also taken into account by the college. The Principal also maintains the Confidential Character Report of the teachers which records the individual annual performance of the teachers.

- **Cross cutting issues**

  The cross cutting issues like Environment Education, Human Rights, etc, find due consideration when it comes to apply them positively into the curriculum. The college, at its own level makes arrangement for seminars where the experts from above mentioned fields are invited to share and deliver their experiences and knowledge. One of our faculty members has delivered lecture and presented paper on the relevance of Human Rights and Public Interest and Litigation etc. The subject of environment education is a part of the Mahavidyalaya curriculum. It is compulsory for all the students, irrespective of any stream at degree level, to clear the paper of environment.

- **Audio Visual Aids/multimedia**

  Lectures are delivered using audio visual aids in Classrooms. Our Computer department is provided with Audio visual aids as per their requirement. We have latest Computer aided packages, as per our requirement. It includes projectors, computers, sound system etc. Faculty members are provided with computers with internet browsing facility for preparation of teaching/learning materials.

- **OER's**

  The institution provides the facility of Open educational resources which includes full courses, course materials, modules, textbooks, streaming videos, tests, software, and any other tools, materials, or techniques used to support access to knowledge for faculty members. Teachers are requested to develop and share their notes and teaching material with other teachers through hard copies and the same is also updated on the college website for the use of other teachers.

- **Teaching learning material development, selection and use**

  The teachers of our institution are given free access to internet which helps them to collect learning material from the internet, etc. The institution has a well developed library which contains thousands of books of various subjects. Besides this the Mahavidyalaya organizes

seminars which help as a learning source for the *faculty.*

c) Percentage of faculty

NIL

- **invited as resource persons in Workshops/Seminars/ Conferences organized by external professional agencies**

    We invite external experts on regular intervals to educate our faculties and students on various programs to compete the global market.

    For Example:

    On the auspicious occasion of Ravi Das Jayanti, dated on 22/2/2016, we had invited an external expert, Mr. Dilip Mangaraj, Sr, Consultant, Educational Quality Cell to conduct a workshop on "Details of NAAC and Report preparation".

- participated in external Workshops / Seminars / Conferences recognized by national/ international professional bodies:

    10%

- presented papers in Workshops/Seminars/Conferences conducted or recognized by professional agencies:

    20%

2.4.4 What policies/systems are in place tore charge teachers?(e.g.: providing research grants, study leave, support for research and academic publications teaching experience in other national institutions and specialized programmes industrial engagement etc.)

The college provides all the feasible assistance to promote professional development of faculty by:

- Facilitating the faculty to attend General Orientation Courses, Refresher Courses, Training Programmes and Workshops
- Organizing national / State Level seminars on crucial issues
- deputing on duty for attending national/ State Level Seminars organized by the reputed institutions
- Granting Study leave to the faculty for pursuing Ph.D.
- Encouraging faculty to apply for research grants
- Providing support for attending conferences.

2.4.5 Give the number of faculty who received awards / recognition at the

state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance / achievement of the faculty.

The Mahavidyalaya provides necessary infrastructure and other required support to encourage teachers to excel in their teaching. The study centric environment and conducive atmosphere of the Mahavidyalaya encourages teachers to prove their mettle.

Almost all the members of faculty have received/awards/ recognition at State national, International level in teaching. All these have been attached in CV's of the teachers.

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

Yes, the institution has introduced evaluation of the teachers by the students. Feedback is analyzed and analysis is implemented for the improvement of teaching. Further, evaluation of faculty member's academic and teaching performance is done through Annual Confidential Reports and Self Appraisal pattern and suggestion/ advice if any is given to the faculty to create better teaching atmosphere.

2.5 Evaluation Process and Reforms

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

Regular faculty have to submit their Annual Performance Appraisal Report (APAR) which contains Self-Appraisal form every year and the same is assessed by the Reporting officer (Principal) for any adverse remark or performance the reportee has to give appropriate explanation or action as deem fit is initiated as per Rules. Everybody in the public domain is well aware of Rules. This system is in existence to have check and balance.

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

SKM University to which this Mahavidyalaya is affiliated has laid down the condition of having 75% of attendance for U.G.

students to become eligible to write university exams. This condition is well intimated to the students through prospectus and Notice. The attendance of students is appraised at the end of every term and students who fall short of required percentage of attendance are informed through notice. The Mahavidyalaya has the reputation of being an institute where the faculty adopts zero tolerance towards the students getting involved in the use of any

unfair means in the End Term examinations. Furthermore, SKM University appoints an observer to monitor smooth and fair conduct of examination. For improving the standard of weaker students, remedial classes are conducted. Advance learners are motivated to develop their skills by enabling them to present seminar papers, participate in National seminar/workshop/conference held in Mahavidyalaya and partake in essay, elocution and debate competitions at Mahavidyalaya level, inter-collegiate level and state level. As a measure to assess and improve the performance of students, the members of faculty conduct class test in personnel level.

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

College conducts End Term exams of S.K.M. University, Dumka. Some members of the faculty are invited by the University to carry out paper evaluation which is done as per the norms laid down by the University from time to time. College conducts university examination which is free from unfair means. The responsibility of smooth and fair conduct of examination vests on Centre superidentant who is the Head of the college.

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

The college conducts End Term examination for UG students as a measure in order to evaluate students' achievement. End Term Examination and seminar are conducted for UG students as per the norms of the institution.

Various competitions organized by the Cultural Committee and different departments, such as- essay competition, elocution competition, paper presentation, debate, quiz etc. to evaluate the skills of students can be termed as formative evaluation and class test/ End Term Examination of University can be characterized as Summative evaluation.

Motivated by this system, many students of various disciplines at Under graduate level willingly undertake Project Works in spite of having option.

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

Communication skill etc.).

Performance of the students is monitored through University results received by the college after the exam. Students are assessed on the basis of success and failure rates of university exams. In the Annual Performance Appraisal Report (APAR). Performance of the students and the assessment of the faculty on the basis of the students' performance are analyzed annually.

2.5.6 What are the graduates attributes specified by the Mahavidyalaya / affiliating university? How does the Mahavidyalaya unsure the attainment of these by the students?

Graduate attributes are quite OK by the endless support of all teaching staff members and principal.

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

Full transparency is maintained in the process of internal assessment. Evaluated End Term test answer books are shared and returned to students with detailed feedback for their improvement and clarification. All the grievances related to university exams are redressed by the Controller of Exams of the university through the wing of the college. The grievance received from the students is referred to the Controller of Exams of the university.

The college also brings to the notice of the University if the question paper is out of syllabus through official correspondences.

2.6. Student performance and Learning Outcomes

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

College is committed to work for the over-all development of the students. Students are encouraged to develop attitudes of intellectual curiosity. They are motivated to have independent thinking and a commitment to ethical and sustainable practices. Each program enables the students to develop their knowledge and understanding about the subject matter. In order to have academic excellence, in-depth knowledge of their discipline and a strong sense of intellectual integrity students are made infused and also to equip them to have the capacity to participate fully in collaborative learning and to confront unfamiliar problems. Emphasis is given to develop excellent interpersonal and decision making skills. They are motivated to become socially responsible citizens with leadership qualities. They are moulded to become sensitive citizens with a profound awareness of community needs.

2.6.2 Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course/ programme? Provide an analysis of the students result / achievements

(Programme /course wise for last four years) and explain the differences if any and patterns of achievement across the programmes / courses offered.

Each and every member of the faculty of the Institution regularly monitors the learning of the students, communicate day to day activity of the faculty in the class room and through the notice displayed in the departmental and college general routine with the progress performance of the students all through the duration of the course, The faculty communicate the progress & performance of the students to the IQAC cell where the analysis and achievement of the students are thoroughly analysed in the presence of the Principal.

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

The college encourages the faculties to adopt innovative teaching methods by using audio-visual aid and teaching through power point presentation. Moreover the college evaluates the students learning outcomes consistently by conducting class tests/term tests, practical exam, seminars and assignments. The various student support systems of the college helps achieve the learning outcome which in the long run improve their calibre in the respective subject.

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

Students are well versed with the various aspects of particular subjects. They are also acquainted with social relationships, social behaviours and social responsibilities. These things boost their self esteem and self-confidence. Student Guidance Bureau is there for the guidance of the students regarding various career options in different fields and sectors. Faculty also guides the students regarding various career options in their respective streams. Lectures are conducted from time to time by speakers from different fields so that the students may attain knowledge of different career options.

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

On the basis of term tests, the students are categorized by concerned faculties into three categories: weaker, average and advance learners. In order to improve the performance of the student's remedial classes for the weaker students, special coaching classes for the average students and special guidance for the advance learners are arranged. Institution head conducts meetings with academic faculty to discuss the

need to develop to form assessment plan.

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

The college monitors the achievement of learning outcomes through marks in term tests, class test, absentees, lecture shortage, efforts made by the students in the class etc. The faculty categorizes the students accordingly and students are asked to attend the special classes designed for them depending upon their outcome in the class examination. During these classes, the students are provided assignments and seminars keeping in view their present level of their learning. The faculty monitors the academic growth of the students and design further tests, assignments, seminars accordingly. Student centric teaching—learning methods are adopted to ensure the achievements of these learning outcomes.

2.6.7 **Does the institution and individual teachers us assessment/evaluation outcomes as an indicatorfor evaluatingstudent performance, achievement of learning objective and planning? If 'yes', provide details on the process and cite a few examples. Any other relevant information regarding Teaching-Learning and evaluation which the Mahavidyalaya would like to include.**

Students are asked to attend the special classes designed for them depending upon their outcome in the class examination. During these classes, the students are provided assignments and seminars keeping in view of their present level of learning. The faculty monitors the academic growth of the students and design further tests, assignments, seminars accordingly. Student centric teaching—learning methods are adopted to ensure the achievements of these learning outcomes.

CRITERION: III RESEARCH, CONSULTANCY AND EXTENSION

3.1 Promotion of Research
3.1.1 Does the institution have recognized research centre of the affiliating University or any other agency/organization?

Institution does not have any recognised research centre of affiliating University.

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

NAAC - SELF STUDY REPORT

College has constituted a research committee and Principal is the chairman of the committee. The research committee guide the students and faculty to do research work in the research centre at S.K.M.University and it has following members at the college level:

Chairperson	:Dr.NeerajaDubey
Co-ordinator	: Dr. S.N.Rai
Member	: Dr. SuchitaKumari
Member	: Dr. Usha Basuri

Impact of the recommendations of research committee

- Department of Hindi ,English, Sanskrit, Bengali ,Philosophy and Psychology organised Inter -departmental seminars with the active participation of the students of degree level.
- Political Science and Economics Departments organised Inter disciplinary seminars on the current issues of Indian economy in the context of present political scenario.

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

- **Autonomy to the principal investigator**: As the head of the Institution Principal manages and encourages faculty members to take new innovative practices for research activities both for the Arts and Commerce stream and has allowed them to do research on the social issues in collaboration with the local NGOs.

- **Timely availability or release of resources**: Once there will be an understanding with any local NGOs, college will take prompt initiatives to sanction an amount to start the research projects on social issues.

- **Adequate infrastructure and human resources**: Adequate infrastructures are available but there is lack of human resources to run the programme.

- **Time-off, reduced teaching load, special leave etc. to teachers**:

  Attention is being taken to reduce the work load of the faculty members and give them ample opportunities to enhance the ISR (Institutional Social Responsibilities) activities on last Saturday of every month.

- **Support in terms of technology and information needs**:
  In terms of technology a separate Computer room has been

developed with internet facility for advance research.

- **Facilitate timely auditing and submission of utilization certificate to the funding authorities**:

    Utilization certificate submitted once the funds are utilised.

- **Any other**:

    All the above facilities speak about the initiatives taken by the Principal for smooth progression and implementation of research schemes and projects.

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

As an undergraduate teaching institution with Arts and Commerce streams we have a very little scope to develop scientific research. However, a few enthusiastic teachers have been advised to involve themselves to develop research aptitude especially on current social issues like child marriage of the girls, Rain water harvesting and on Dowry.

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

The guidance to the students in research is beyond the scope of the Institution. Still, faculty members are involved in investigating different types of research project individually. A list of such investigated projects in last 5 years is provided in the following Table

Sl. No.	Name of the investigator	Title of the Project	Period	Funding agency	Status	Sanctioned money
1	Asst Prof P.C.Das	Social Assessment of Land Acquisition	Dec,2015-contd.	State Govt.	Continuing	10Lakh

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

Departmental seminars, workshops, and capacity building programmes are conducted under the direct supervision of IQAC to imbibe the confidence building among the students and the faculty.

Name of the Workshop: "Capacity Building of Women Manager in Higher Education."

Faculties Participated:

1. Dr. Neeraja Dubey
2. Dr. Suchita Kumari
3. Dr. Punit Kaur Saluja
4. Dr. Usha Bansuri

Date of the Event: Five Days workshop from 11 th to 15Th November,2011 was conducted.

Resource Person:

1. Dr. Lata Narayan - School of Social Work, Tata Institute of Social Science.
2. Mrs. Padma Ramchandran- Retd. IAS,
3. Prof. Sarbani Choudhary- University of Kalyani, W.B.
4. Dr. Soma Gosh- Sarojini Naidu Mahavidyalaya, Kolkata
5. Dr. Nirmala Sukla, the Graduate college for Women, Jamshedpur Jharkhand.

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

Prioritized research areas mainly focused on Social burning issues having a tie-up with the local NGOs.

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

Though the college is not the registered research centre of the affiliating university, different faculty keep on inviting experts on various subjects to deliver guest lecturers to the students of Under graduate level. In order to motivate overall awareness among students and staff ,the institute invites eminent personalities to visit campus .Following eminent reputed personalities had been invited to interact with the students and staff on different areas of interests:-

Prof.(Dr.) Vijay Kumar   , Deptt. of Pol.Sc., T.M.Bhagalpur University, Bhagalpur (Bihar)

Prof(Dr.) Purnima Kumar, Deptt. of Pol.Sc., Kolhan University, Jamshedpur(Jharkhand*)*

Prof. Mohit Kumar Ray, Deptt. of English, Burdwan University, Burdwan

Prof. Amitava Roy, Deptt. of English , Rabindra Bharti University, Kolkata.

Prof. Subir Kumar Dhar, Deptt. of English, Rabindra Bharti University, Kolkata.

Prof. Kalidas Mishra , Deptt. of English, Sambalpur University, Sambalpur, Odisha.

Prof. Amrit Sen, Deptt. of English & Other Modern European Language, Bishwa Bharti University Shantiniketan.

3.1.9 What percentage of the faculty has utilized Sabbatical Leave for

research activities? How has provision contributed to improve the quality of research culture on the campus?

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

Till date no such research projects has been taken and our research team are under planning to do research on social issues.

3.2 Resource Mobilization for Research

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

From the next financial year, college will make a plan budget for research activities.

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

Yes, Institution provides financial assistance to the faculty to attain Minor and Major research programme. Teachers have also received financial assistance from UGC to do seminars and research activities.

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

Financial provision is not made available for student research activities.

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

Inter- disciplinary research is not possible in this college because till now we do not have regular Science stream and there is lack of Industrial resources here.

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

Good equipments related to Psychology, Home Science and Music are available to encourage the students to improve their skills. The institution is also well furnished with Text books, Reference books, Journals and Magazines which are also available in the library to do research work.

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

Institution has not yet received any financial benefits from the Industry but has received funding from UGC to organise seminars. We have received a sum of Rupees 3, 00,000/- from UGC for IQAC to maintain and sustain quality parameter in the Institution for a long run.

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

Not Any

3.3 Research Facilities

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

Enriched Library facilities are available to the students and research scholars to continue their research.

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

As the institution does not impart education on Science stream so the current infrastructure facility are sufficient to run the academic activities and examination in a smooth manner.

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

Institution has not yet received any financial benefits from the Industry but has received funding from UGC to organise seminars and have received a sum of Rupees 3, 00,000/- from UGC for IQAC to maintain and sustain quality parameter in the Institution for a long run.

NAAC - SELF STUDY REPORT

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

Facilities are not available to the students or outside research scholars.

3.3.5 Provide details on the library/information resource centre of and other facilities available specially for the researchers.

More than 12500 Text books, Reference books, Journals and Magazines are available especially for the researchers.

3.3.6 What are the collaborative researches facilities developed by the research institutes in the Mahavidyalaya. For ex. Laboratories, Library, instruments, computers, new technology etc.

Collaborative research facilities are under planning with local NGOs' and one Computer Laboratory has been developed.

3.4 Research Publications and Awards

3.4.1 Highlight the major research achievement of the staff and students in terms of

- **Patents obtained and filed(process and product)**
  Though this is purely an under graduate institution Patents are a dream for us.

- **Original research contributing to product improvement**
  Original research contributing facilities are not available.

- **Research studies or surveys benefiting the community or improving the services**
  After tied-up with the local NGO research studies or surveys benefiting the community made possible on social issues like early marriage of the girl child and dropout of the school going students and regarding social issues and services

- **Research inputs contributing to new initiatives and social development.**
  Social issues like early marriage of the girl child and dropout of the school going students and regarding social issues and services

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

3.4.3 Give details of publication by the faculty and students:

- **Publication per faculty.**
  Kindly find in Annexure-II

- **Number of papers published by faculty and students in peer reviewed journals(national/international):**
  Nil
- **Number of publication listed in International Database (for Eg: web of science, Scopus, Humanities, International Complete, Dare. Database-International Social Science Directory, EBSCO host, etc.):**
- **Monographs:** Nil
- **Chapter in Books:** Nil
- **Books edited:** Nil
- **Books with ISBN/ISSN number with details of publishers:**
- **Citation Index:** Nil
- **SNIP:** Nil
- **SJR:** Nil
- **Impact factor:** Nil
- H-index. Nil

3.4.4 Provide details (if any)of
- Research awards received by faculty:
- recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally
- Incentives given to faculty for receiving state, national and international recognitions for research contributions.

3.5 Consultancy
3.5.1 Give details of the systems and strategies for establishing institute-Industry interface.

There is hardly any big industry nearby and the institute is located in an Urban and back ward area.

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

Principal as the head of the institution has now decided to encourage teachers of eminent expertise to provide Consultancy in their respective field on any related issues which benefits the stakeholders at a large with generating revenue or in mode of gratis.

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

The head of the Institution is carrying a clear-cut vision to motivate teachers in different fields to extend their support for Consultancy in their respective field on any related burning issues which benefits the stakeholders at a large with generating revenue

or in mode of honorarium.

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

Faculties are providing Consultancy services without generating any revenue.

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

Institution only inotivotes faculty to extend their support for Consultancy services for a better cause of the society with or without generating revenues.

3.6 Extension Activities and Institutional Social Responsibility (ISR)
3.6.1 How does the institution promote institution-neighborhood-community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?

The college has always felt concerned about the increasing access of students from various sections of the society to higher education. By providing reservations, financial aids, scholarships and relaxation in qualifications for socially backward classes, the college has registered significant increase in students' social participation during last few years. The college aims to achieve its goal of providing higher education to create just, plural and equitable society in consonance with constitutional values. The major strength of this Mahavidyalaya has its ability to ensure holistic development of students to make them enlightened citizens. The college is an 'equal opportunity' institution established to provide knowledge and quality education to all sections of society. It aims to maintain modern outlook with contemporary developments without compromising moral values. To provide knowledge and quality based education to the students by inculcating moral values, scientific temper and employing state of the art technologies. It aims to pursue excellence towards creating manpower with high degree of intellectual, professional and cultural development to meet the national and global challenges. The institute is conscious of its role in campus-community connection, well being of its neighbourhood and has initiated a number of community development activities. These include:

- Involvement of the faculty, student institute for raising various charitable activities and relief funds during natural calamities.
- Organizing NSS camp with the assistance of NSS department of SKM

University.

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

The institute is committed to attract students for participating in various social activities by ensuring consistent encouragement and motivation. The institute has motivated the students to maintain plastic free campus by banning the use of plastic in the campus through which students imbibe to ownership and qualities of responsibilities.

- Different kinds of village adoption programme are conducted by NSS
- Social need-based extension activities are conducted through NSS

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

The Mahavidyalaya solicits stakeholder perception on the overall performance and quality through the following

- Regular Staff meeting
- Parent – Teacher meeting if necessary.
- Students feedback.

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

The plan and organization for extension activities through NSS and its budgetary details for last 4 years are provided in the following Table:

Programme		2012-13	2013-14	2014-15	2015-16
NSS Activity (Unit-I)	Grant Received				
	Previous Balance				16,150/-
	Total amount				16,150/-
	Expenditure				20,000/-

NSS Co-ordinator was not appointed since 2012-2014, hence no activity was possible in the same Unit.

Programme		2012-13	2013-14	2014-15	2015-16
NSS Activity (Unit-II)	Grant Received		22500/-	---------	22500/-
	Previous Balance	------------	2450/-	24950/-	20193/-
	Total amount	-------------	24950/-	24950/-	42228/-
	Expenditure	------------	2743/-	3171/-	1255/-

The college makes a proper plan with regard to various extension activities in the beginning of the session and subsequently these activities are carried out by the college faculty concerned during the session. The college organizes a number of outreach programmes for the benefit of all its stakeholders. These include organization of workshops, training programmes, survey programmes for the identification of social problems in the vicinity of the Mahavidyalaya and as far as NSS is concerned, regular visits, annual camps and special camps, tree plantation, road cleaning drive, graveyard cleaning drive are the part of extension work carried out by the college under the aegis of the institution.

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

NSS Programme Officers discuss about NSS- its aim, motto etc- the role of students in nation building and their immediate scope to serve the society through NSS in the class rooms to provide information and motivate the students to join NSS.

3.6.6 Give details on social surveys, researcher extension work(if any) undertakenbytheMahavidyalayatoensuresocialjusticeandempowerstu dentsfromunder-privilegedandvulnerable sections of society?

The institute has made a conscientious effort to promote social justice as a value in learning process and administrative interactions. The institution sincerely practices state social affirmative schemes introduced by the government for the encouragement of higher education to under privileged communities for their upliftment.

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

NAAC - SELF STUDY REPORT

Students belonging SC, ST, Minority and lagging behind are specially taken care by allotting Remedial classes beyond stipulated classes. Would be sent up students are catered with career counselling and guidance.

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

- The local villagers of "Bariar Bandhi and Khoradha are initially consulted and the youth are involved in all the NSS activities.
- Extensive local participations are witnessed during tree plantation, blood donation etc. the alumni association is also involved in all these extension activities.
- The institution has taken the initiative to make aware the society about social and health problems like female feticide, dowry system, environment protection, consumer protection awareness, anti-corruption, HIV awareness, anti-tobacco and cleanliness awareness etc.
- Time to time survey is conducted to check the feedback and improvement in society. Seminars, individual discussion and group discussion are made to solve these problems

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

No such constructive relationship has been forged*.*

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

Many extension activities have being conducted in the institution.
1. Quiz and Essay writing Competition on Swatch Bharat Abhiyan.
2. Quiz and Extempore on Gandhi Jayanti
3. Painting, Quiz, Rangoli, Dance, Debate, Essay, and Cultural competition on University Establishment Day was celebrated.
4. Sveep Program was conducted on Voter's Awareness.
5. Essay Competition was held on Vivekanand Jayanti,2016.

Many other programs were conducted under NSS.

3.7 Collaboration

3.7.1 How does the institution collaborate and interact with research laboratories, institute and industry for research activities. Cite examples and benefits accrued of the initiatives-collaborative,

research, staff exchange, sharing facilities and equipment, research scholarship etc.

New Collaborations are planned by signing MoU with new NGOs to enhance the activities by student and faculty exchange programme.

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

More and more tie-ups are encouraged and faculty are advised to take initiatives in this regards to contribute their support for the overall development of the Institution.

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

Support of the students is excellent even in an urban based Women's Institutions and faculties are extending their full cooperation to bring the Institution in to lime light.

3.7.4 Highlighting the names of the eminent scientists/participants who contributed to the events, provide details of national and international conferences organized by the Mahavidyalaya during the last four years.

As the institution is situated in an urban and backward area and maximum numbers of the students are from the backward society the Institution really is facing challenges to contribute any great resources by inviting eminent scientists to participate and interact with the students. This is the real theme and Institution is still hopeful to invite resources persons by conducting Seminars and Art and Craft exhibitions.

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

a) **Curriculum development/enrichment**

Institution cannot develop the curriculum but can organise enrichment programmes by inviting resource persons.

b) **Internship/On-the-job training:**

Till date we have not conducted any such training programme.

c) **Summer placement:**

There are big Malls here and in the coming summer season we will motivate our students to try for the Summer Placement to earn their pocket money.

d) **Faculty exchange and professional development:** We are planning to sign institutional tie-up for faculty exchange programme.

e) **Research:** Hardly any scope.

f) **Consultancy:** Faculty are providing Consultancy in different areas without charging any fee.

g) **Extension:** Different extension activities are organising by NSS and Eco Club.

h) **Publication:** One News Bulletin is on publication and faculty have many publications.

i) **Student Placement:** Placement Cell has been formed through Counselling Cell and from this season we will motivate students for Summer Placement.

j) **Twinning programmes:** Not available.

k) Introduction of new courses: Not yet introduced

l) **Student exchange:** Will take place after we sign Institutional tie-up.

m) A**ny other**

3.7.6 Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/collaborations.
Institution is planning in a very broad way to start linkage and collaboration to enhance the activities.

CRITERION-IV: INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

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

Principal in consultation with the SKM University facilitate effective teaching and learning. Infrastructural requirement under plan provision is kept in annual plan under Capital Head. Funds is projected in the annual plan for creation of infrastructure. Estimate is prepared for creation and enhancement of infrastructure in consultation with the Governing Body and in order to get the works executed the power has been vested to the Construction Committee

1. **Class rooms**—.12Nos
Number of Hall - 06 and Number of rooms- 06

Seminar Hall: The Mahavidyalaya has one seminar hall .The hall is regularly used for conducting seminars at the college, state and national level. The students of under graduate departments

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are regularly promoted for active involvement in paper presentations, group discussions etc.

2. **Computer Lab**— 01

3. **Extension of existing Library building.**

The college has a separate block for administration. The Library, with adequate space, large number of books and journals, Internet, and other support facilities, is located in the main building of the college.

4. **Construction of garden.**

Our college has a well maintained garden where the members of eco club study various plants and other aspects of plants. This garden enhances the beauty of the college and also makes the Mahavidyalaya eco-friendly.

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

The college has arrangements for first-aid and medical care is fully available for the staff as well as the students inside the campus. In case of serious medical emergency, help is provided by shifting the ward to the Public Health Centre (PHC) which is nearby.

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

An office for IQAC with computing and internet facility

- Grievance Redressal unit: A well-furnished office with computer.
- Gender Budgeting Cell/Women Cell: An office with desktop computer
- Mahavidyalaya Student Council: An office is provided
- Safe drinking water facility: the Mahavidyalaya has installed of Aqua Guard with RO and UV to provide pure drinking water.
- Auditorium: Auditorium with sound system.

4.2 Library as a Learning Resource

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

The Mahavidyalaya has a Library Advisory Committee. The members of this Committee are from all the faculties including arts and commerce department. The Composition of **Library Advisory Committee is as follows:**

1. Dr.S.N.Rai .   - Co-ordinator
2. Prof. S.S.Prasad   — member(Commerce)
3. Dr.Usha Basuri   — member

Its major responsibilities are:

- Purchase of books of various subjects for the library.
  Correspondence related to the subscription of reputed journals

and magazines.
- To look after the problems of the students related to the library.
- To organize workshops and also to make the technical staff participates in the workshops organized by the university /Mahavidyalaya/Departments which give them knowledge related to computers and networking system for increasing the work efficiency of Library Staff.

4.2.2 Provide details of the following:
- **Total area of the Library (in Sq.mts.)-**
- Total seating capacity
- Working hours (on working days, on holidays, before examination days, during examination days, during vacation)
- Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing -resources)

Sl.No		Comments if any
01	Total area of the library	116 Sq. Mts.
02	Total seating capacity	20
03	Working hours (Daily)	06 hours
03a	Before examination days	15 days
03b	During examination days	Regular timing is followed
03c	Vacations	Active as per the non-teaching participation.
03d	Holidays as per SKMU calendar	Library closed

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

A notice is circulated by the IQAC department under the guidance of the Principal and requisitions of books are invited from all the Heads of the Departments .Every department of the Mahavidyalaya is asked to submit the lists of books to be purchased according to the current needs of the students as well as the faculty members .The lists are forwarded to the librarian .On the recommendation of the purchase committee of the Mahavidyalaya ,the books are purchased from different sources. The amount spent on purchase of new books etc during the last four years is as follows:-

Library holdings	2012-13		2013-14		2014-15		2015-16	
	Number	Total Cost	Number	Total Cost	Number	Total Cost	Number	Total Cost
Text books	144	64,567/-			322	1,41,302/-		

Reference Books	96	43,044/-			214	94,202/-	02	2,496/-
Journals/ Periodicals								
e-resources								
Any other (specify)								

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

* OPAC:NA
* Electronic Resource Management package for e-journals: N.A
* Federated searching tools to search articles in multiple databases: N.A
* Library Website: N.A
* In-house/remote access to e-publications   :N.A
* Library automation: In process.
* Total number of computers for public access: Nil
* Total numbers of printers for public access: Nil
* Internet bandwidth/speed2mbps10mbps1gb

(GB):

* Institutional Repository: N.A
* Content management system for e-learning: N.A
* Participation in Resource sharing networks/consortia (like In flibnet)

4.2.5Provide details on the following items:

* Average number of walk-ins
* Average number of books issued/returned
* Ratio of library books to students enrolled
* Average number of books added during last three years
* Average number of login to opac (OPAC)
* Average number of login to e-resources
* Average number of e-resources downloaded/printed
* Number of information literacy trainings organized
* Details of "weeding out" of books and other materials

1.	Average number of walk-ins	25
2	Average number of books issued/returned Ratio of library books to students enrolled	15
3	Average number of books	778

	added during last three years	
4	Average number of login to opac (OPAC)	under process
5	Average number of login to e-resources	NA
6	Average number of login to e-resources	NA
7	Average number of e-resource downloaded/printed	NA
8	Number of information literacy trainings organized	Nil
9	Details of "weeded out" of books and other materials	No record

4.2.6 Give details of the specialized services provided by the library

- Manuscripts: Nil
- Reference: Yes
- Reprography: Yes
- ILL(Inter Library Loan Service):   Nil
- Information deployment and notification Yes
- Download: Yes
- Printing: Yes
- Reading list/Bibliography Compilation: Yes
- In-house/remote access to e-resources: Nil
- User orientation and awareness: Nil
- Assistance in searching Database: Nil
- INFLIBET/IUC facilities: Nil

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

Books are issued to faculty members as per their needs without any restriction. Books are issued to students on first come first served basis and a maximum of two books to UG students are issued at a time. The library staffs provide following supports to students and teachers:

Searching and issuing books
Photo copying
Searching back volumes of journals

NAAC - SELF STUDY REPORT

Special space arrangement for differently – able students
Reference service

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

The college does not have any visually challenged persons at present. In the case of the physically challenged persons, the staff and library staff assist the physically challenged person in obtaining materials/ documents. They are also given top priority while issuing books.

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

Printed feedback format issued by the librarian to the students. The students fill-up the format and submit the same to the librarian which handed over to the Advisor, Library Committee later on for review

4.3 IT Infrastructure

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

- Number of computers with Configuration (provide actual number with exact configuration each available system)
- Computer-student ratio
- Stand alone facility
- LAN facility
- Wi-fi facility
- Licensed software
- Number of nodes/ computers with Internet facility
- Any other

NAAC - SELF STUDY REPORT

1	Number of computers with Configuration (provide actual number with exact configuration of each available system)	13, DELL- IN1930, processor-Intel (R), Pentium (R) , CPU- G2020@2.90 GHz, 2.90 GHz, RAM - 2GB , System- 32 bit operating system , window 7 ultimate, Hard disk - 500 GB
2	Computer-student ratio	1:13
3	Stand alone facility	No
4	LAN facility	Soon to be launched
5	Wi-Fi facility	Yes
6	Licensed software	Yes
7	Number of nodes/ computers with Internet facility	10
8	Any other	No

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

The Mahavidyalaya extends facilities available in the computer lab to the students from 10.00 a.m. to 4:00 p.m. and the members of faculty from 2 pm to 5 pm on all working days for their subject based/research based/ assignment based solutions. Besides this, desktop computers with its accessories are provided to some department.

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

There is proposal for college automation system. IT (Computer) laboratory has already been established with 10 numbers of computers.

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

The college allocates funds for procurement, up-gradation, deployment and maintenance of the computers and their accessories. The annual budget for the last four years is as follows:
Details of the budget allocated during the last four years:

Kindly find the Budget Report 2014-2015 in Annexure-

As the computer department is established in the college in Session 2015-16 the details for up gradation, deployment and maintenance of the computer will be given in the budget of Session 2015-16. The estimated budget for up gradation, development & maintance of the computer will be gives in the session 15-16.

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

The faculty members of R.D. Bajla Mahila Mahavidyalaya make use of LCD Multimedia Projector as teaching aid. LCD Multimedia Projector is also used for power point presentation in classes as well as Seminars/Mahavidyalaya level Seminars conducted in the Mahavidyalaya by the staff and students

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

Catering to the need of the students, Mahavidyalaya provides training to faculty members on the computer-aided teaching skills in the Mahavidyalaya. The Mahavidyalaya encourages the faculty to make use of Internet as a learning resource. Well-equipped computer Labs, LCD are available to facilitate computer aided teaching and enrich the teaching learning experience. The computer faculty is always available for any need based assistance in the use of ICT.

4.3.7. Does the institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, What are the service availed of ?

The institution does not avail itself of the National Knowledge Network connectivity directly or through the affiliating university

4.4 Maintenance of Campus Facilities

4.4.1 How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and up keep of the

following facilities (substantiate your statements by providing details of budget allocated during last four years)?

R.D.B.M. Mahavidyalaya, Deoghar has made adequate arrangements for the maintenance and upkeep of the Mahavidyalaya infrastructure. The management ensures the funds are allocated and then utilized for the maintenance. The details of the budget allocation during the last four years are as under:

Session	Sl.No.	Infrastructure	Budget
2014-15	01	Building	Nil
	02	Furniture	Nil
	03	equipment	Nil
	04	Computer	Nil
	05	Vehicle	Nil
	06	Any Other	IQAC-Rs.3,00000.00,Plan Block Gant Head 31 & 35 - Rs.8,03,193.00
2013-14	01	Building	Nil
	02	Furniture	Nil
	03	Equipment	Rs.2,80,000.00
	04	Computer	Nil
	05	Vehicle	Nil
	06	Any Other	Books & Journals-Rs.2,80,000.00, Remedial - Rs.1,00000.00
2012-13	01	Building	Nil
	02	Furniture	Nil
	03	equipment	Rs.10,85,000.00
	04	Computer	Rs.4,00000.00
	05	Vehicle	-
	06	Any Other	Remedial - Rs.1,50,000.00
2011-12	01	Building	-
	02	Furniture	-
	03	Equipments	-
	04	Computer	-
	05	Vehicle	-
	06	Any Other	-

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

:For maintenance and upkeep of the infrastructure, facilities and equipments of the Mahavidyalaya, the Mahavidyalaya keeps plan

provision. The Development committee of the Mahavidyalaya allows and provide funds which are utilized for maintenance and minor repairs of furniture and equipments.

Construction Committee prepares the estimate cost of the planned construction project and submits it to the head of the institution. The Mahavidyalaya administration with the approval of the university and ensured funds allocated in budget utilizes the same for construction works. Wherever the need arises, revised estimate is submitted to the Principal for the maintenance required. The Construction Committee takes care of the regular purchase needs.

Computer maintenance: So far as maintenance is concerned, annual maintenance contract (AMC) is given to the agency based on the outcome of the open tender (the lowest tender cited by the agency for annual maintenance) to carry out major repairs and minor repairs. Software problems are taken care of by computer lab staff. Non-repairable systems are disposed off under buy back scheme. The institution purchases the new upgraded computer systems from time to time as per the needs.

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

Annual maintenance and repair of the infrastructure is taken care of by the Mahavidyalaya in a systematic manner. Day to day maintenance is carried out by the In-charge Construction Committee of the Mahavidyalaya. The Computer laboratory equipments are maintained through fund allocated by the administration. The computers and electronic devices are maintained and repaired through the funds available in the institution. Open tender is floated to carry out major repairs and for minor repairs.

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

The college has regular power supply from Electricity Department within the Mahavidyalaya Campus. Voltage Stabilizers have been installed for the safety of sensitive equipments. Further, standby DG set of 125 KVA exists for providing uninterrupted power supply. Maintenance of equipment is done through the Annual Maintenance Contract while minor repair works are carried on request through the complaint register system. The Mahavidyalaya has an electrician on contact basis and other technical staff who take care of necessary minor repair works.

CRITERION-V: STUDENT SUPPORT AND PROGRESSION

5.1 Student mentoring and support

5.1.1 Does the institution publish its updated prospectus handbook annually?
If 'yes', what is the information provided to students through these

documents and how does the institution ensure its commitment and accountability?

The Mahavidyalaya has been publishing its updated News Bulletin annually from the current year and Prospectus are provided by the Mahavidyalaya. It comprises of details of the Mahavidyalaya and other related information like courses, facilities, admission criteria, procedures and fees, subject combinations, Admission Process, Student Support Service, examination system, hostel, Mahavidyalaya rules and other relevant information. The information provided was in accordance with the rules and regulation of the university.

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

All records for SC, ST and OBC scholar ship remain with Welfare department , District Administration, Deoghar.

Free tuition is awarded to our students as per the govt. policy.

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

The Mahavidyalaya caters to the academic needs of the students belonging to the rural areas and the border areas. There are lots of students who belong to the non creamy layer of the society or who are from economically weaker sections of the society. The Mahavidyalaya provides financial assistance to these students, which is received from the State Govt. Nearly 10 -15% students of the Mahavidyalaya get benefit from these scholarships.

5.1.4 What are the specific support services/facilities available for?

✓ Students from SC / ST, OBC and economically weaker sections

✓ Students with physical disabilities: Ramps has been constructed in the campus on the ground floor.

✓ Overseas students: No Overseas students admitted.

✓ Students to participate in various competitions/National and International: Participated in different Competitions

✓ Medical assistance to students: health center, health insurance etc.

✓ **Medical assistance to students: health center, health insurance etc.**

✓ **Organizing coaching classes for completive exams**

✓ **Skill development (spoken English, Computer literacy, etc.):**

Department of English organize spoken English and computer teacher teaches Computer basic programme.

✓ **Support for "slow learners":** After evaluation of examination results slow learners are identified and separate doubt clearing classes are arranged for them.

✓ **Exposures of students to other institutions of higher learning/corporate/business house etc.**
Experts are invited and awareness programme are conducted for higher learning.

✓ **Publication of student magazines**: News Bulletin is published.

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

The Mahavidyalaya encourages and develops entrepreneurial skills among students in the following ways:

✓ Organizing Art and Craft exhibitions
✓ Study tours
✓ By assigning the task of event management like organizing
✓ youth festival, techno-fest etc.
✓ By assigning the work of collecting tourism statistics
These activities equip the students with vocational skills that are helpful in setting up their own small entrepreneurships or working in small units.

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

- **Additional academic support, flexibility in examinations**
- **special dietary requirement, sport uniform and materials**
- **any other**

Student participation in extracurricular activities is gives impetus to their career and it also contributes to the overall development of personality of students.

So the students are encouraged to participate in a wide and diversified range of extracurricular and co-curricular activities such as sports, games, Quiz competitions, debate and discussions, cultural activities etc within the Mahavidyalaya and at State and National level. The students in NSS organize many events like Tree Plantation, Blood Donation, Traffic awareness seminars and many other socially productive and useful programmes. These activities encourage interpersonal interactions that are good for building a strong civil society. The students who participate in Extra Curricular Activities

throughout the year are taken special care and attention by the teachers

in their studies. They get awards appreciation and recognitions from the Mahavidyalaya. In addition, their shortage of attendance is condoned by taking account of the number of days of their participation in Co-curricular activities, NSS activities and their participate in the events where they are representing the Mahavidyalaya. These co-curricular activities help students understand the importance of critical thinking, time management and academic and intellectual competence. Working outside of the classroom with diverse groups of individuals provide the students opportunities to gain self-confidence and self-regulation. Mahavidyalaya encourages students to participate in sports and game.

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

The Mahavidyalaya provides all assistance to the students in preparing for the competitive exams. Coaching classes are organized to develop their skills and to enable them to perform well in general aptitude, General English, Mathematics, general knowledge etc. The Students Guidance Bureau plays a vital role in organizing coaching classes for competitive exams and providing career guidance. Many persons who have studied in the Mahavidyalaya are well placed in the establishments, institutes as officers and teachers.

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

- Assessing their knowledge and skills and knowledge that they require are provided through coaching classes.
- Disseminating information about various scope and job opportunities through special lectures.
- Boosting the morale of the students to enable them to develop
- Self-confidence and competitive spirits through counselling from time to time.
- Students are always motivated in the class to have high ambition and the determination to achieve their goals.

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

The Mahavidyalaya has Students Guidance bureau in order to provide career guidance to the students and assistance in qualifying various recruitment exams.

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

The Mahavidyalaya has Mahavidyalaya Students Council consisting of 03members of faculty as Advisors in addition to the elected representatives of the students who take care of redressing grievances regarding academic matters, library and other services. The advisors of the Mahavidyalaya students Council settle the grievances with the help of the Principal. Some of the grievances of the students are as under:

- To conduct National Seminars and Workshops
- To organise inter Mahavidyalaya in-door and out-door Games
- To install LED Bulbs and Solar Panel for energy saving
- To provide more Journal, Magazines and Books for the Competitive examination in Library etc.
- Cleanliness issue in the Campus to make the Campus free from Plastic.

5.1.11 what are the institutional provisions for resolving inues pertaining to sexual harassment?

Mahavidyalaya has established an Anti Women Harassment Cell comprising senior women faculty members and women representatives from the non-teaching staff. Grievances regarding gender discrimination on the campus including sexual harassment, if any, are sternly and appropriately dealt by the cell. Anti-Ragging Cell, Grievance Redressal Cell and the Discipline Committee of the Mahavidyalaya also work in tandem to keep vigilance and prevent any such occurrences.

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

The Mahavidyalaya has a healthy tradition in which the old students extend a warm welcome to the new entrants and also assure them full support and guidance. However, the Mahavidyalaya is very cautious regarding this menace and has set up an Anti-ragging Committee comprising the Heads of the departments to oversee & ensure that campus life completely be free from any form of ragging whether mild or severe. The anti ragging directions of the Central Government are given wider publicity through the Mahavidyalaya prospectus and website. Till date, no incident of ragging of any kind has been reported in the Mahavidyalaya campus.

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

R.D.B.M.Mahavidyalaya, Deoghar is committed towards ensuring social justice through the various students" welfare schemes. The induction program clearly presents the welfare

schemes available to the students. The following welfare schemes are made available to the students by the Mahavidyalaya administration:

POOR BOY'S FUND :

The Mahavidyalaya possesses a poor boys fund for the poor and destitute students whose parents are incapable to pay their fees at the time of admission and examination and have the tendency to discontinue their studies. The objective of this fund is to reduce the dropout rate and enable the poor students to continue their higher studies.

BANK SERVICES:

In collaboration with the UCO Bank Deoghar Branch, Near Town Thana, Deoghar , the institution assists all the students in opening an account with a zero deposit.

GRIEVANCE CELL:

The Mahavidyalaya administration has also formed a grievance cell to solve the different grievances of students and teachers so that the Mahavidyalaya administration may perform its works smoothly. A three men committee is performing its best in this regard.

WOMEN CELL:

To take all necessary safety and security to the students the Mahavidyalaya management has formed a women cell. It co-ordinate the students, acknowledge the problems of adolescence and sensitizes. The students are guided to develop healthy relationship with opposite sex. They are also cancelled and are morally boosted up to combat sexual harassment.

ANTI RAGGING CELL:

Ragging is a common abuse for the institution of India. Hence to prevent to it an anti ragging cell is also formed by Mahavidyalaya administration. To look in to this matter a committee of three senior teachers inclusive the head of the organisation is formed.

HEALTH SERVICE CENTRE:

The Mahavidyalaya possesses a Health Service Centre to provide immediate medical aid to the students and teachers in the Mahavidyalaya with availability of First-Aid equipments.

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

The Mahavidyalaya has formed an alumni association

which is yet to be registered by the Society Registration act.

5.2 Student Progression

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

Student Progression	Percentage (%)
U.G. To P.G	60
P.G. to M. Phil	
P.G. to Ph.D.	
Employed • Campus selection • Other than campus recruitment	

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

Sr.No	Classes	Univ.Result 2011-12	Univ.Result 2012-13	Univ.Result 2013-14	Univ.Result 2014-15
1	B.A I	92.82%	94.39%	90.03%	93.85%
2	B.Com I	95%	94%	96%	93%
3	B.A.II	92.82%	94.39%	90.03%	93.85%
4	B.Com.II	95%	94%	96%	93%
5	B.A.III	92.82%	94.39%	90.03%	93.85%
6	B.Com III	95%	94%	96%	93%

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

The Institution always encourages the students towards successful completion of their courses and progression to higher level of education. In pursuance of this aim, the Mahavidyalaya takes the following steps:

- Remedial coaching is arranged.
- Peer learning encourages the students to clear their exams.
- Organizing Lectures on job opportunities and on careers after graduation in various disciplines and from time to time to ensure proper guidance to students.

By providing Personality development programmes to maximize the potential of the students and ensure progression to higher level of education or employment.

5.2.4 Enumerate the special support provided to students who are atrisk of failure and dropout?

The dropout rate after admission in regular courses is there due to Socio-economic or cultural issues, poverty and early marriage of the girl students. To deal with the issue, women cell Guidance Bureau intervene; address the problems of the students and counsel. Some members of the faculty of the Mahavidyalaya extend financial support to the needy students. Faculty members who have good rapport with the NGOs recommend the names of the needy students and three to four students are properly taken care of by the NGO by providing awareness drive and text books.

The Mahavidyalaya makes an effort to minimize the dropout rate by:

- Conducting class tests and how to success in End Term examination
- Encourage the girl students to continue their education even after getting married.
- By boosting the morale of the students to develop self Confidence so as to accomplish the course successfully.
- Organizing Remedial Classes for weak students to   facilitate completion of the course.

5.3 Student Participation and Activities

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

The students are regularly being encouraged to take part in extracurricular activities like sports, games, debates, social service and cultural Programme etc. Various facilities are being provided to them. e.g., there is a playground where all the facilities are being provided by the Mahavidyalaya for games like Kabbadi, Kho-kho, Badminton & Athletic etc. Sports competitions are being regularly organized and students they are encouraged for taking part in competitions. Students have won innumerable medals for the Mahavidyalaya. Students are also encouraged to take part in Inter-Mahavidyalaya tournaments being organized by S.K.M.University, Dumka.

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

The Mahavidyalaya feels that co-curricular and extra-curricular

activities including physical education are a part and parcel of general education. Keeping this in view, programme calendar is prepared in the beginning of the session, depicting co-curricular and extra-curricular activities. Due care is also taken to the sports activities in order to improve and develop the physical fitness and talent through systematic and planned sports activities. It facilitates to maintain a true discipline among students. Following are the lists of sports" activities in which students actively participate:-

- Participated in Kabaddi, Kho-kho, Badminton & Chess tournament at Mahavidyalaya level, at University level at Interstate level and bagged prizes in different events along with the champion Trophy.
- Annual athletic meet of the Mahavidyalaya - Students actively take part in annual athletic meet of the Mahavidyalaya bagged prizes in different items in indoor as well out door games.
- Students have participated in different cultural programmes at foundation day ceremony at University level, Youth festival at Ranchi and at North East Hill University of India.

5.3.3 How does the Mahavidyalaya seek and used at and feed back from its graduates and employers, to improve the performance and quality of the institutional provisions?

The institution has the following mechanism to seek and use data and feedback from its graduates and faculty to improve the growth and development of the institution.

The Mahavidyalaya hands out feedback Performa to the students for teachers' evaluation. IQAC make assessment of the feedback and the. The Principal takes necessary initiative by calling the individual faculty if need arises and provides suggestions and advice.

The institution also has regular interaction with faculty and uses their feedback to improve upon its weakness and build upon its strengths.

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

Students are always encouraged to develop creative writing. They are encouraged to present seminar papers and such papers are published in the booklet form along with the seminar paper of the faculty. They are motivated to write poems and articles and these articles are published in Wall Magazine. Institution publishes News Bulletin. Small articles and poems written by the students are displayed on the bulletin published by the Institution and thus encourage students' creative skills to develop. After a gap, Mahavidyalaya Student council has come out with a Mahavidyalaya Magazine wherein write-up and edition is done by the students.

5.3.5 Does the Mahavidyalaya have a Student Council or any similar body?Give

details on its selection, constitution, activities and funding.

The Mahavidyalaya has students" Union and its members are elected by the students of the Mahavidyalaya. The affiliating University appoints the observer for the election of the members of Students" Union. Time to time the members of the union meet the Mahavidyalaya administration to solve the issues of students related to the Mahavidyalaya.

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

The Mahavidyalaya believes in decentralization of the power and giving equal opportunity to the students in supporting the Mahavidyalaya administration and the Mahavidyalaya faculty in running the affairs of the Mahavidyalaya. For this the Mahavidyalaya endeavours to provide them with opportunities to participate in the various academic and administrative bodies.

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

The Mahavidyalaya has recently formed Alumni Association. But prior to formation of alumni association ex-students of RD Bajla Mahila Mahavidyalaya frequently interact with the Principal and Faculty and give their suggestions and viewpoint for the betterment of the Mahavidyalaya. The valuable suggestions are incorporated in the policy prepared under the supervision of the Principal meet once or twice a year. Many ex students of RD Bajla Mahila Mahavidyalaya hold very good position in different field. They take keen interest in the development of Mahavidyalaya and from time to time come out with feedback and suggestions. The Principal and faculty of the Mahavidyalaya are in constant touch with teachers and non-teaching staff who have retired. The retired faculty is also invited during functions and seminars.

CRITERION VI: GOVERNANCE, LEADERSHIPANDMANAGEMENT

6.1 Institutional Vision and Leadership

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

Vision: Vision of the Mahavidyalaya is to impart education to the girl's

students of this locality and to strengthen the women's empowerment with an affordable admission fee of Rs 14/- only and not charging any tuition fee. To inculcate quality based education both in Arts and Commerce to enhance the employability of the girl students. To engage the girls students in NSS activities to make them more sociable and committed to the society at a large.

Mission: To impart class room teaching with the traditional system and have purchased LCD projector to implement latest teaching tool for the girls which will help them to present papers in the seminars and workshops.

Objectives: To produce girl's students with self confidence with good academic carrier and to exchange their experience and thoughts to help the poor and needy people of the society by exchanging their knowledge.

The Vision, Mission and Objectives are already disseminated in the Mahavidyalaya website, Notice Board and important places of the institution

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

Answer: R.D. Bajla Mahila Mahavidyalaya, Deoghar is under the SKM University, Dumka of Deoghar, Jharkhand State. Principal and faculty work out plans for providing quality education and the Mahavidyalaya formulates its policy in consultation with the administration and Governing Body. Principal is the founder member of this Institution. She has taken a lot of pain and stress for educating students of the lower stratum of the Society and have succeeded in her mission with long. The Principal, the academic and administrative head of the institution, evolves strategies for academic growth within the purview of university/government regulations. Various committees are formed from time to time for the smooth functioning of the Mahavidyalaya. Some of the committees are Admission and Exam Wing, IQAC, UGC Cell, Mahavidyalaya Development Council, Cultural Committee. These committees meet prior to any meeting, discuss various matters within their purview like expansion of programmes, infrastructural facilities, fee structure and academic improvement etc. and present their reports and recommendations to the Principal. The Principal discusses various matters with the faculty during staff meeting and based on the suggestions offered by faculty, final resolutions are taken for implementation for the growth of the Mahavidyalaya. Frequent review and monitoring of action initiated are carried out. Progress is assessed. Necessary action is initiated based on the assessment of activities in the larger interest of students of the Mahavidyalaya and to maintain the academic excellence. The Principal communicates the policy decisions to the faculty in the staff meetings. Administrative officials of the establishment section and accounts section are also entrusted with the execution of the policy. A list of infrastructure requirements from departments is sent to the Principal, which after careful scrutiny, is

included in the annual plan and implemented from time to time. The ultimate responsibility for the smooth running of the Mahavidyalaya vests on the Principal being the Head of the Institution. The role of the Principal is multi-dimensional. As the Head of the Institution, the Principal is responsible for both the academic and administrative functioning of the Mahavidyalaya. She prepares the agenda for Staff meeting, and places before the faculty, academic and administrative matters. Wherever necessary, he seeks approval of the G.B. Principal is responsible for executing its decisions. She is also responsible for all correspondence with the University Grants Commission, University which conduct its examination and different stakeholders of the Mahavidyalaya. The Principal receives reports from the different Mahavidyalaya Committees, which offer advice to him in matters defined in the terms of reference of their functions. The Mahavidyalaya constitutes various Committees consisting of lecturers and members of the non-teaching staff that play a vital role in the planning and implementation of activities in different spheres of institutional functioning. The personal interaction of the Principal with various stakeholders, the faculty, the non teaching staff, the students, the guardians play an important role in this. In addition, information available in student feedback forms and information available in self-appraisal forms of faculty help the authorities to plan proper support for the policies. The active participation of the teaching and non-teaching faculty encourages and sustains the involvement of the other temporary and supporting staff, which is necessary for the effective and smooth functioning of the Mahavidyalaya.

6.**1.3 What is the involvement of the leadership in ensuring?**
- **The policy statements and action plans for fulfillment of the stated mission.**
- **Formulation of action plans for all operations and incorporation of the same into the institutional strategic plan.**
- **Interaction with stakeholders.**
- **Proper support for the policy and planning through need analysis, research inputs and consultations with stakeholders.**

- **Reinforcing the culture of excellence**.

Champion organizational change

Answer: **The policy statements and action plans for fulfilment of the stated mission**

Principal is the Head of the Institution. Who provides enlightened leadership to all stake holders. Who in turn leads the Mahavidyalaya for the fulfilment of the stated mission. Feedback is facilitated by the IQAC e for all faculty members. All the members submit duly filled proforma of Annual Performance Appraisal Report (APAR) to the Principal every year. The feedback received from the IQAC and the APAR forms submitted by the faculty are later assessed by the Principal. The faculty members, whose performance is below the desired minimum level of expectancy, are counselled by the Principal. Copies of APAR forms

assessed by the Principal as Reporting Officer and Reviewed by the Reviewing officer for self assessment. Continuous improvement in the academic process is ensured through participation in seminars and conferences at national and State level. The Principal constantly deputes faculty members for various seminars /conferences at the

national/state level to enable the faculty to update their knowledge base and be exposed to the recent trends in higher education and this is apart from sending the faculty for undergoing mandatory required No. of Orientation and Refresher Courses conducted by UGC. The Principal of the Mahavidyalaya is the unifying force and co-ordinating link among the various internal and external agencies, holds meetings with the individual members of the staff and various departments from time to time for the better working of the Mahavidyalaya.

Formulation of action plans for all operations and incorporation of the same into the institutional strategic plan.

While formulating the action plans, the Mahavidyalaya takes care of all its thrust areas. In order to meet academic demands, the Mahavidyalaya plans its academic terms, phases out teaching and examination programmes as per the schedule received from the SKM University. Similarly sports and cultural programmes including Festival are planned and executed in accordance with the norms of the university. However the institution always takes initiative to run innovative programmes.

Interaction with Stakeholders:

The Mahavidyalaya makes conscious efforts to build a healthy relationship with its stakeholder namely-Students, alumni and departments.Students actively participate in the affairs of the Mahavidyalaya through the Mahavidyalaya Student Council. The Executive members of the Mahavidyalaya Students Council frequently interact with the faculty as well as the Principal and apprise them the issues related to the students in order to get it resolved. The parents are invited, when the need arises. The Principal values the opinion of the public and makes specific efforts to reach out to the public and interact with the public whenever possible. The feedback from society is taken proper care and demands of the government and nongovernment departments/organizations are well taken care of.

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

A thorough analysis of the regional, national and global demands is made through interactive programmes with the experts and the

Stakeholders. Through workshops, conferences, the research inputs are taken and incorporated in the policy and planning of the institutional programmes.

Reinforcing the culture of Excellence:

Whether it is academics, co-curricular activities, sports or extension activities, the institution strives to achieve excellence. Every year the Mahavidyalaya organizes Annual function to provide a platform for the students to exhibit their cultural skills and skills in event management as

the students are solely entrusted with the event management of Annual function and other events. The Mahavidyalaya looks into the minute details of each programme and minor project, to ensure excellence.

Championing Organizational Development:

The Principal consults Head of the concerned Department, Mahavidyalaya Development Council and IQAC to explore the feasibility of implementation of the new programme as per the demand put forth by the students and stake holders. As per the recommendation, introduction of new programme is taken up with the Administration for obtaining administrative approval and after obtaining administrative approval, approval of the SKM University for provisional affiliation for the new programme is to be obtained. Changes in the existing rules and regulations are brought about in consultation with IQAC and Mahavidyalaya Development Council based on the needs of the present generation. At the end of annual examinations, the Principal discusses with the Heads of Departments regarding the proposed workload for the next academic year. Administrative approval is sought from the Administration for engaging required No. of Faculty in various departments.

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

The Mahavidyalaya monitors and evaluates the effectiveness and speedy implementation of the policies and plans of the institution. The Mahavidyalaya makes certain that the desired objectives are being achieved through the IQAC.

IQAC conducts a self-evaluative exercise for all the departments to draw a potential map of the strengths and weaknesses of the functioning of the Mahavidyalaya in various areas. Various committees like Admission and Exam Wing and Mahavidyalaya Students Council which have been established to facilitate efficient and smooth functioning of the Mahavidyalaya and also to evaluate the performance in their respective areas and submit the reports to the Principal. The committees are directed to prepare action plans and submit the same to the principal for approval. The Head of the Institution appoints the conveners for various committees and nominates the members of committees based on the potentials of the faculty members. The committees carry out the projects taken up and at the end of the academic year the conveners submit the reports of the work done to the head of the institution. Feedbacks on various aspects of the functioning of the Mahavidyalaya are obtained from stakeholders namely students, parents, and Alumni to evaluate the efficacy of policy decisions.

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

The members of the head of the departments meet frequently to discuss various problems and issues pertaining to Mahavidyalaya development, administration, appointments and infrastructural needs and student disciplines. The role and responsibilities of the Faculty are communicated to the Faculty for effective functioning of the Mahavidyalaya. Meetings with the Faculty members are held at frequent intervals. The members of different Committees are easily accessible for any guidance required by the officials of the Mahavidyalaya.

6.1.6 How does the Mahavidyalaya groom leadership at various levels?

The Mahavidyalaya facilitates sizeable number of faculty to undergo Orientation Programmes and Refresher Courses conducted by UGC every year. It keeps them abreast of the latest information and knowledge in the area concerned and enables them to take the lead role in developing and implementing academic, cultural and sports programmes.

Various members are actively involved in developmental activities of the Mahavidyalaya such as IQAC, Mahavidyalaya Development Council, Discipline Committee, Admission and Exam Wing, Sports Committee, Cultural Committee etc. under the guidance and supervision of the Principal. All committees are constituted with a judicious blend of junior members and senior members so that the younger members of the faculty imbibe the ethos and work culture of the Mahavidyalaya and get groomed for leadership. The middle level faculty members with potential are prepared for leadership roles by entrusting them with the responsibility of chairmanship of some important committees. Such an arrangement is conducive to institutional harmony and growth, mutually beneficial and has a synergetic effect for the institution.

Faculty members are sent to attend training programme like RTI, Disaster Management, Census Operation, Vigilance Awareness Programme etc. conducted by various agencies and NGOs. Various Faculty members of different disciplines are deputed to national and State level seminars and training programs to strengthen leadership roles.

Mahavidyalaya also develops leadership quality among students by providing a platform in the form of Mahavidyalaya Student Council.

Mahavidyalaya student Council consists of representatives of students and faculty members as Advisors. The advisors of the council provide proper guidance to the Office Bearers of Student Council from time

to time to tackle the issues in the right direction. The office bearers of the Council discuss and deliberate on problems of students that they face in the campus and they try to resolve the issues in consultation with the Mahavidyalaya Authority and they disseminate the decision to the entire student community. The representatives of the students are also given opportunity to exhibit their leadership quality by enabling them to tackle various issues of the Mahavidyalaya.

6.1.7 How does the Mahavidyalaya delegate authority and provide operational

autonomy to the departments/units of the institution and work towards decentralized governance system?

The Mahavidyalaya puts into practice the latest managerial concepts like strategic planning, teamwork, decision-making and computerization.

The administration is decentralized by forming various committees to plan and supervise the functioning of different departments and establishment of the Mahavidyalaya. The Principal with the support of Heads of the Departments and various committees participate in decision-making which creates an environment of participatory democracy. Administrative powers and responsibilities are delegated to faculty on the basis of their competence, commitment and aptitude to meet the institutional objectives:

- To balance workloads and provide development opportunities to staff.
- To create positive and motivating environment.
- To build team among staff to expedite the process of target
- achievement and accomplish assignments.
- To allow staff to take initiative.
- To make task more interesting and work a rewarding

experience. The institution collaborates with different sections / departments of the institution by holding periodical meetings of different departments to improve the quality of its educational provisions. The Conveners plan and monitor the works undertaken to achieve the targets in the stipulated time. Ultimately all the administrative, academic and financial activities are reviewed by the Principal. This decentralized functioning mechanism empowers the departments and individual faculty to formulate policies based on the vision and mission of the Mahavidyalaya and it is the guiding force that enables departments to plan their activities.

6.1.8 Does the Mahavidyalaya promote a culture of participative management? If

'Yes', indicate the level of participative management.

RD Bajla Women's Mahavidyalaya is governed by the University itself which is actively involved in the administrative, academic and co-academic activities of the institution. The Principal interacts and discusses various issues with the faculty members and HOD by holding meeting

regularly. All important policy and operational issues are discussed and decided in consultation with HOD. Thus participatory management exists in the Mahavidyalaya.

6.2   Strategy Development and Deployment

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

Yes, R.D.Bajla Women's Mahavidyalaya has a formally stated quality

policy as given below. Constant efforts are made to continually enhance performance of the institute through:

- Functioning in a structured, organized & coordinated manner.
- Being conscious about responsibilities and authorities at formal & informal levels.
- Taking every possible initiative in the role assigned.

Quality policy is based on the vision and mission of the institution stated above. Quality policy clearly states the objectives of the institution, their process of progress towards the achievement of objectives and its contribution to the society. All these strategies are monitored by the IQAC.

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

The Mahavidyalaya has well defined goals and perspective plans for development. The perspective plan aims at achieving short term and long term goals in the different aspects of the functioning of the Mahavidyalaya such as teaching and learning, Research and Development, Community Interaction, Human Resource Planning and Infrastructure. To implement these plans in a meaningful manner, adequate measures are taken to mobilize resources.

The Mahavidyalaya proposes to develop its infrastructural facilities to Introduce more courses as demanded by the stake holders and to Up-grade its level further by establishing Research Centre in the departments where UG course is offered. The Mahavidyalaya proposes to introduce value added courses in order to adapt to the changing global needs and scenario.

6.2.3 Describe the internal organizational structure and decision making processes.

R.D.Bajla Women's Mahavidyalaya is under SKM University, Dumka, Jharkhand, The Principal is the Head of the Institution and the senior most member of faculty of each department is designated as Head of the Department in order to manage the whole affair of the department including framing of the Department Time Table, allocation of teaching workload to the faculty, to monitor proper conduct of classes, to project the additional requirement of faculty and look after other matters related to the department. The principal is the chairman of IQAC. The Principal holds separate meetings with the faculty, HOD, IQAC and in consultation with them, policy is formulated. Administration is obtained wherever financial involvement occurs.

The perspective institutional plan for academic programmes and infrastructural development is developed by the Head of the institution in consultation with the Governing Body under the guide lines of the University. The plans proposed are thoroughly discussed at the respective committees, fine tuned and then implemented. The resources involved and the possible impediments are thoroughly looked into before finalizing any plan. The developmental activities are according to a master plan. The Principal, the Heads of Departments and IQAC monitor the efficient

implementation of these policies. Plan provision is kept in the annual plan for developmental activities and sufficient fund is allocated on priority basis for various schemes.

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

- o   Teaching & Learning
- o   Research & Development
- o   Community engagement
- o   Human resource management
- o   Industry interaction

Teaching & Learning:

The Principal with the assistance of HODs ensures effective and efficient transaction of the teaching-learning process by:
By enabling the faculty to improve their skills and update their knowledge by facilitating them to undergo refresher courses, to attend Seminars and Workshops and to pursue Ph. D. Degrees.

- By replacing faculty proceeding on leave with substitute faculty to ensure teaching-learning process is unaffected.
- Providing proper infrastructure conducive to intellectual growth and all-round personality development.

Research & Development:

The Mahavidyalaya is in the process of establishing Research Centres in the Departments where UG courses are offered. Despite the lack of research Centre, faculty members are involved in research activities in the following manner:

- Minor Projects
- Seminars are organized to promote research
- Eminent scientists and speakers invited for discourse on Important and burning issues. The Principal always motivates and encourages faculty to undertake research activities. Administration also supports the faculty in this process.

Community Engagement:

The Mahavidyalaya has 2 units of NSS. The Mahavidyalaya encourages students to take part in NSS and other extension activities. Comprehensive projects are undertaken by the students in collaboration with the community. The Mahavidyalaya organizes various outreach programmes to enable the students to respond to the larger issues of society.
NSS Units of Mahavidyalaya engage in various activities:

- Tree Plantation Drives
- Blood Donation Camps
- Awareness Programmes on vital issues like Female Foeticide
- Drives against Drug Addiction
- HIV/AIDS awareness lectures
- Inter Mahavidyalaya competitions
- Youth Festival
- Counselling Programme
- Functions are organized on various days of importance

like Woman's Day, Human Rights Day, World Tourism
Day, International AIDS Day, International Environment
Day, World Water Day, and National Integration Day.

Human Resource Management:

Establishment Section of the Mahavidyalaya makes assessment of
requirement for adequate human power and staff recruitment
on the basis of the requirement.
Mahavidyalaya also carries out monitoring and planning of
professional development programmes for faculty development.
As per UGC norms faculty members are facilitated to undergo
Orientation Course and Refresher Course conducted by UGC
to update the knowledge base and pedagogical skills of lecturers. Effective
system of Annual Appraisal of Performance of Faculty members exists.

Industry interaction: Though there are no such big industry so industry
interaction are not taken place.

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

The Head of the institution ensures that adequate information (from
feedback and personal contacts etc.) is available for the management in
the following manner:

- By conducting meetings to review the development of the institution
- Through formal and informal interactions with students
- Through personal interaction of the principal with the faculty and non-teaching staff
- Through interaction of the principal with the parents of the students
- Through information available in student feedback forms

The Principal obtains the feedback from various stakeholders,
faculty, students, and Alumni with regards to the teaching quality,
curriculum, extra-curricular activities and infrastructural
requirements and communicates it to the Governing Body for
approval.

NAAC - SELF STUDY REPORT

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

The administration encourages and supports involvement of the staff for improvement of the effectiveness and efficiency of the institutional processes in the following manner by interacting with the Governing Body by forming various committees consisting of faculty members for effective planning and implementation of activities in diverse fields.

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

During last year, a number of meetings were convened by IQAC headed by the Principal, to take resolutions regarding various aspects of the better management of the institution.

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

Not Yet.

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

Grievances/complaints are promptly attended to and the complaints are resolved by establishing A Grievance Redressal Cell.

To uphold the dignity of the Mahavidyalaya by ensuring healthy atmosphere in the Mahavidyalaya by promoting healthy student—student and student—faculty relationship

- To encourage the students to express their grievances freely and frankly.
- To address the basic problems of the Collegiate students regarding their real problems.
- To establish conducive and unbiased educational environment.
- To streamline the grievance redressal mechanism and ensure

speedy justice, a committee has been constituted by the Principal, who is the chairman of the committee. The official attached with the Establishment Section who has been assigned the duty of Diary and Dispatch receives complaints and grievances. A complaint box for the students is kept adjacent to the Main Staff Room. Prompt and effective disposal of grievances of various stakeholders is being done by the Grievances Redressal Cell under the guidance of the Principal and IQAC. The cell finds solutions for problems like, harassment-physical or mental, complaints regarding classroom teaching, grievances relating to administration. The complaints are segregated under different heads like

problems of classrooms teaching etc., the complaints analyzed and resolved after consultation with the members of the Cell. The suggestions/solutions are used for promoting healthy stakeholder relationship. Further, to expedite the redressal process

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

No such Court Case.

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

The institute provides feedback forms to the students and obtains the same from the students to improve the performance and quality of the institution. Feedback forms are collected by the members of IQAC from UG students of all the disciplines. After thorough analysis of the feedback forms received from the students, valuable suggestions and much-valued opinions are apprised to the Principal. Such valuable suggestions are incorporated for attaining academic excellence. Inputs are also received from the ex-students who are employed in various organizations to improvise the overall competency of the students for employability. The information obtained through the feedback is given due consideration by the Mahavidyalaya authority. Measures are taken to make the optimum utilization of its resources. Some measures adopted in Pursuance of Feedback obtained from students are as under:

- Regular engagement of classes
- Infrastructural Improvement
- Inputs from students and faculty considered in preparing the student charter
- A Multi- Activity Room has been provided to the girl students for their recreation and relaxation.
- Time-Tables are set according to the convenience of the students.
- **Extra Curricular Aspects:**
- Orientation programme of personality development classes for students
- Soft skill development classes
- Remedial classes
- coaching for entry in services for ST

6.3 Faculty Empowerment Strategies

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

Answer: Principal of the institution ensure the professional development of the staff by:

- Giving emphasis for professional development, career development and personal development of faculty members

- Encouraging faculty members to provide resources for training programmes.
- Appreciating innovations and due recognition is given by awarding performance.
- Facilitating faculty for participation in national and State level Conferences, seminars and workshops.

The Mahavidyalaya has executed various programmes to enable the faculty to function more effectively. Mahavidyalaya provides computer training to the staff.

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

The needs of the faculty development are assessed, keeping in view the rapid changes taking place in Higher Education and side by side institutional requirements. The Mahavidyalaya has perceived the need for enabling its faculty to use ICT tools to create richer learning environment and also improve curriculum delivery. The head of the institution suggests the names of faculty who need to be trained for administrative positions. At the institutional level, the Mahavidyalaya motivates faculty members through prompt appreciation of exceptional merit and talent and by providing opportunities for self expression.

The Mahavidyalaya is committed to faculty welfare and it offers a platform for the talented and the aspiring. The Mahavidyalaya organizes seminars, workshops, and conferences for its faculty. The Mahavidyalaya with the approval of GB deputes the faculty on duty for attending seminars /conferences to keep them updated in their respective fields. Some strategies adopted by the institution for faculty empowerment are as under:

- Mahavidyalaya imparts training in the use of computers for Teaching as well as Non-Teaching Staff to motivate them to undertake self-development.
- Financial Management is conducted for the teaching faculty as well as for the non-teaching staff
- Facilitation of faculty participation in programme for professional development organized by the Mahavidyalaya and

  other agencies.
- Faculties are encouraged to pursue further studies by granting study leave.
- Organization of health awareness programmes
- Maternity leave benefits exists as per the Central Govt.rule.

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

The performance of the faculty is assessed every year through Annual Performance Appraisal Report submitted by the faculty and the Principal as Reporting Officer records her observation based on the individual performance of faculty indicated by the faculty concerned in the said

proforma and the same is reviewed by the Principal. The Performance Appraisal Report is returned to the faculty concerned after duly assessed for enabling the faculty for self-assessment. Student Feedback form of faculty also indicates the quality of the faculty.

The feedback form has a well-defined set of questions that help the students to evaluate the individual faculty on the basis of knowledge base, communication skills and interest generated by the faculty concerned. The Principal analyzes the students' reflections and shares it individually.

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

Major decisions are taken by the University in written form and conveyed the same as a formal letter to the individual. A copy of the same is deposited safely to the Principal (Head Of the Institution) and the Administration.

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

No such welfare schemes available for teaching and Non-teaching staff.

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

As it is well established constituent Unit of S.K.M University, hence no faculty wills to withdraw from the institution.

6.4 Financial Management and Resource Mobilization

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

Time to time Government auditor comes to monitor the effective and efficient use of available financial resources. UGC funds/grants received are audited by Chartered Accountant.

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

External Audit of the Mahavidyalaya is done by A.G., Ranchi. Internal Audit of the Mahavidyalaya is done by the Charter Accountant employed by the university.

External Audit was done by A.G. Ranchi in F.Y. 2009-10.

Internal Audit was done by the chartered Accountant up to F.Y. 2013-14. The report of the Internal Audit by the chartered Account for the F.Y. 2014-15 is awaited.

No major objections were raised neither by External Auditor nor by the chartered Accountant for Internal audit.

Audit report 2014-15 is attached in **Annexure- VII**

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

The major sources of institutional funding are from the State Government and UGC.

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

<div align="center">N.A</div>

6.5 Internal Quality Assurance System (IQAS)

6.5.1 Internal Quality Assurance Cell (IQAC)

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

The IQAC is the planning body of the Mahavidyalaya, which meets to plan for the next session and to evaluate each session at the end. It has contributed significantly to the quality, as the experience and innovative ideas from the members, all of who are senior members of the staff, have helped to institutionalize quality.

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

Following decisions of the IQAC are under consideration by the authorities and once approved the same will be implemented:-
- Training to students for self defence
- Establishment of language Hub
- Purchase of more LCD Projectors
- Establishment of Art Gallery and Museum
- Special camps for differently-abled students
- Wi-Fi campus

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

Yes, they are invited in the meetings and help in decision making and in institutional planning

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

A number of alumni and four students are involved to the effective

functioning of the IQAC.

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

In addition to the senior members of Faculty, IQAC consists of two members—one from management side and another from Local well-wisher under the Chairmanship of the Principal and a Co-ordinator through telephone by sending intimation or any other matter by the Mahavidyalaya staff etc.

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

The institution consists of various components like academic, sports, cultural and administrative. These components are further divided

- To reinvent ourselves to meet the national and international standards.
- To encourage innovation, experimentation and research.
- To create learner- oriented environment.
- To inculcate the spirit of healthy competition.
- To observe professional ethics and moral standard.
- To maintain democratic set-up and free environment for growth.
- All the segments are given support-academic, infrastructural and financial to maintain quality.
- Various schemes of UGC, ICSR and other agencies are under consideration to be implemented in this regard. Support from NGOs, philanthropic groups and individuals is sought to enhance the quality of the performance.
- A very strict view and analysis of output is made to seek further improvement.

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

The Mahavidyalaya has effective mechanism for the effectual implementation of the quality assurance procedures. Targets are set prior to assigning responsibilities to individual faculty and departments. Training is provided to the teaching as well as the nonteaching faculty. Following measures are adopted:

- Up gradation of use of IT infrastructure by the staff.
- Online teaching learning resources are accessed.
- Teachers use assessment/evaluation as an indicator for evaluating student's performance.
- Seminars and workshops are organized.
- Organization of 'Orientation Session' for the student in favour of various aspects of the course – concept, Nature, Learning requirement, Instructional Methods of the course and Evaluation System.

- Teachers motivate advance learners to use reference books, internet, value hub, language hub etc.

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

The Mahavidyalaya undertakes academic audit from time to time by analyzing results of End Term Exams conducted by SKM University. The Mahavidyalaya makes assessment of its academic infrastructural facilities. After thorough analysis by IQAC and Mahavidyalaya Development Council, strategies are evolved to fulfil the required infrastructural facilities. The university also carries out its general inspections prior to granting approval for extension of provisional affiliation for certain courses and inspection is also done before giving approval for provisional affiliation for introduction of new courses. At the end of the session IQAC reviews the academic provision which helps in planning for coming session.

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

The Mahavidyalaya follows UGC Guidelines, University norms pertaining to academic matters and maintains standards in teaching learning process, conduct of examination & evaluation. The UGC acts as external quality assurance agency by prescribing the requirements of Career Advancement Schemes. It also regulated the teaching of Mahavidyalayas by providing the minimum number of working hours. Internal Quality Assurance Cell ensures that the time- table is made in such a way, that all teachers stay in the Mahavidyalaya according to UGC norms, and attains promotions only after fulfilling the criteria of Career Advancement laid down by UGC Regulations.

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

The Mahavidyalaya has IQAC to review the teaching learning process. IQAC holds meetings and makes assessment on the basis of Annual Performance Index (API) Performa submitted by the faculty every year. Required No. of API Score is mandatory for placement of faculty from Stage 1 to Stage 2 and Stage 2 to Stage 3 and from Stage 3 to stage 4 under Career Advancement Scheme as per UGC Regulations 2010. Continuous review of the teaching- learning process is undertaken in various manners:

- Open House Discussion with the staff and students
- Students Feedback through "Student Feedback Questionnaire"
- Assessment and review of the performance of the faculty

through Annual Performance Appraisal Report.

- Principal's interaction with staff and students on monthly Basis.

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

Information regarding the quality assurance is communicated to the faculty members, especially the new faculty, in the beginning of the session through meetings with the Principal.

- Students are also made aware of such policies through orientation programmes conducted by the heads of departments   and by the Principal.
- The Mahavidyalaya informs the external stakeholders about its policies through prospectus.

Any other relevant information regarding Governance Leadership and Management which the Mahavidyalaya would like to include.

7.1 Environment Consciousness

7.1.1 Does the Institute conduct a Green Audit of its campus and facilities? We have a green campus with trees and plants. Tree plantation is done at frequent intervals by the students and faculty. The campus is plastic free zone. Eco Club of the Mahavidyalaya creates awareness among the students, the need to preserve the fragile eco-system

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

- Energy conservation: Buildings are well ventilated with windows to maximize natural lighting. It helps in conservation of electricity. Lights and fans are switched off by watchmen, staff and students after completion of the classes so that the use of electricity can be minimized. It helps in energy saving.

- Use of renewable energy : Not yet introduced

- Water harvesting: Rain water harvesting is under planning

- Check dam construction: Cannot construct due to shortage of land

- Efforts for Carbon neutrality: Not yet introduced.

- Plantation: Plantation program to going by Eco Club

- Hazardous waste management: Waste disposal box are

being kept.

- e-waste management: Not introduced

7.2 Innovations

7.2.1Give details of innovations introduced during the last four years which have created a positive impact on the functioning of the Mahavidyalaya. Computers and Wi-Fi internet connection in the Library
Automation of Library with bar-coding
Desktop computers are provided **LCD,UNDER CCTV SERVELANCE**

NAAC - SELF STUDY REPORT

Best Practices

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

Best Practices are given in the prescribed format given below.

4. Format for Presentation of Best Practice

1. **Title of the Practice**

   "STUDENT MENTOR"

2. **Goal**

   To give better exposure to the senior student and to be more confident on their academic career. To left a message for the junior students to follow the path of their senior or mentor. To create a friendly atmosphere and to learn the leadership quality. To understand the real problem of the mentees and to put forth the grass route problem in front of the HODs and Principal to solve the same with an amicable solution.

2. **The Context**

   No doubt this is a challenging job to start with. It depends on the thought process of the faculty and depends totally on their wish whether to allow such mentorship or not. Definitely this will create a mile stone for their senior student to act as a mentor which will help them in future to be a good teacher. This also depend on the mindset of the senior teacher and they should not take it a very serious issues that such practices will a challenging issues in the future, rather this will be an innovative practices to ensure the exposure of their student.

3. **The Practice**

   After detail discussion for one week Principal and all HODs lastly agreed to take it as a trial basis and allow one part III rd students namely Miss Karishma Dubey as the Mentor and allow her to take classes thrice in every week. Principal has also provided one class room fitted with latest teaching learning tools. Karishma as a Mentor makes her lesion plan and lesion note when and how to start the class. She will taught spoken English and communicative English to the students those have passed out their school education from the Hindi medium back ground. She will also trained the junior students of part I and part II of the under graduate students how to write correct English, how to write an application, letter writing, essay writing and to do translation in the regular mode. Karishma will also train them about their body language and how to face any type of interview including via-voice.

5. **Evidence of Success**

   This was found a tremendous success after initiating such innovative practices. When the first class start there was only 10 students in the class room. After completing third class the message spread like any things and the

students register their name with very interesting mode. When Karishma take her fourth class she found that there are 40 students in the class room are waiting anxiously to know how the best practices are really helping the students for their bright self employment career. All the students without any fail do their home works and given feedback on their mentor. After taking 6 classes it found that 20% of the students have started interacting in English and the mistakes was rectified by the Mentor then and there. There was a tremendous changes in the body language and the students were feel more confident as before and it was more easy on their part how to present their papers in the seminar in PPT with the help of LCD projector.

6. **Problems Encountered and Resources Required**
When the discussion start to implement such programme it was found that some senior teacher starting objection that when we are here why we should allow one of our student to act as a teacher. After through discussion when they feel that this is not at all a matter of Ego and this will rather they are allowing their mentees by providing a platform to perform as a teacher by that they can earn more confident in their academic career. Rather they will get more prestige from all the stake holders by allowing such a beautiful and innovative practice. This will also make the environment of closeness between the teacher and the student which is a dream right now. This will also help to close the gap between the Mentor and Mentees.

7. **Notes (Optional)**
Institution must think about different innovative practices without spending any huge amount. Every faculty should start a brain storming session once in every week how to introduce innovative practices which will provide benefits o the students at a large. Principal also should give ample opportunity and free hand to take the decision on the faculty level. University or Management should not pock their nose in to such practices which will bring and unhealthy situation for the student. Principal should observe the operation and should review on this matter once in every month and allow to accelerate the programme further.

NAAC - SELF STUDY REPORT

Evaluative Report of the Department

HINDI

1. **Name of Department :** Hindi
2. **Year of Establishment :** 1978
3. **Name of Pragrammes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters ; Integrated Ph.D., etc.) :** UG
4. **Names of interdisciplinary courses and the departments/units involved:**
5. **Annual / semester / choice based credit system(Programme wise) :** Annual
6. **Participation of the department in the course offered by other departments :** Yes
7. **Courses in collaboration with other universities, industries, foreign institutions, etc. :** No
8. **Details of courses/programmes discontinued (if any) with reasons :** Nil
9. **Number of Teaching post**

	Sanctioned	Filled
Professors		
Associate Professors		
Asst.Professor	02	02 (01 Temporary)

10. **Faculty profile with name, qualification, designation, specialization,(D.Sc./D.Litt./Ph.D./M.Phil. Etc.)**

Name	Qualification	Designation	Specialization	No.of Years of experience	No.of Ph.D. Students guided for the last 4 years
Dr. Punit Kaur Saluja	M.A, Ph.D	Asstt. professor	Surdas	08 Yrs.	Nil
Dr. Shyama	M.A. Ph.D	Asstt. Professor		05 Yrs.	Nil

11. **List of senior visiting faculty :** No
12. **Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty :** No
13. **Student-Teacher Ratio(programme wise) :** 70:1

NAAC - SELF STUDY REPORT

14. **Number of academic support staff(technical) and administrative staff; sanctioned and filled :**No

15. **Qualifications of teaching faculty with D.sc./D.Lit./Ph.D./M.Phil./PG.:**
    a. Dr. Punit Kaur Saluja- Ph.D, NET
    b. Dr. Shyama- Ph.D

16. **Number of faculty with ongoing projects from a) National b) International funding agencies and grants received :**No

17. **Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received :** No

18. **Research Centre/facility recognized by the University :** No

19. **Publications : (CV Annexure II)**
    a) Publication per faculty :
    * **Number of papers published in peer reviewed journals(national / international) by faculty and students :**
    * **Number of publication listed in International Database(For E.g.: Web of Science, Scopus, Humanities International Complete, Dare Database-International Social Sciences Directory, EBSCO host, etc.) :**
    * **Monographs :**
    * **Chapter in Books :**
    * **Books Edited :**
    * **Books with ISBN/ISSN numbers with details of publishers :**
    * **Citation Index :**
    * **SNIP :**
    * **SJR :**
    * **Impact factor :**
    * **h-index :**

20. **Areas of consultancy and income generated :** No

21. **Faculty as Members in :** No
    a) **National committees:**

    b) **International Committee:**

    c) **Editorial Boards**

22. **Student projects**
    a) **Percentage of students who have done in-house projects including inter departmental/ programme:** 90%

    b) **Percentage of students placed of projects in organizations outside the institution i.e.in Research laboratories/Industry/Other agencies :** No

23. **Awards/recognitions Received by faculty and students :**Yes

24. **List of eminent academicians and scientists/ visitors to the department :** No

25. **Seminars/ Conferences/ Workshops organized & the source of funding:** No
    a) **National:**

NAAC - SELF STUDY REPORT

b) International:

26.   Student profile Programme/Course wise:

Name of the course/programme (refer question no.4)		Applications received	Selected	Enrolled		Pass percentage
				*M	*F	
B.A.	**UG**	145	139		139	90%

*M=Male F=Female

Note: Only the Hons. students considered and the students of subsidiary not taken into account.

27.   Diversity of Students

Name of the Course	% of student from the same state	% of student from the other state	% of students from abroad
UG	95%	**05%**	**Nil**

28.   How many students have learned national and state Competitive examinations such NET, SLET, GATE, Civil services, Defence services, etc.? :   Not known

29.   Student progression

Student progression	Against % enrolled
UG to PG	60%
PG to M.Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed • **Campus selection** • **Other than campus recruitment**	
Entrepreneurship/Self-employment	

30.   Details of infrastructural facilities
   a) **Library:** Centrally Available
   b) **Internet facilities for staff & students:**   Yes
   c) **Class rooms with ICT Facility:**   Yes
   d) **Laboratories:** No
31. Number of students receiving financial assistance from Mahavidyalaya,

university, government, or other agencies: : Students receive financial assistance under Welfare scheme of Govt.

32. **Teaching methods adopted to improve student learning :** No
33. **Participation in Institutional Social Responsibility(ISR) and Extension activities. :** NSS Active
34. **SWOC analysis of the department and Future plans**

Strength:

- Dynamic visionary direction of the Head of the Institution.
- Action taken in response of the feedback from students.
- Proper care & guidelines provided by IQAC of the institution.
- Guidelines from P.O. of NSS unit.
- Teaching by highly qualified, experienced and devoted teacher.

Weakness:

- Shortage of faculty members.
- Scarcity of the number of class rooms, and Seminar halls and other infrastructures.

Challenges:

- To avail teachers in this department
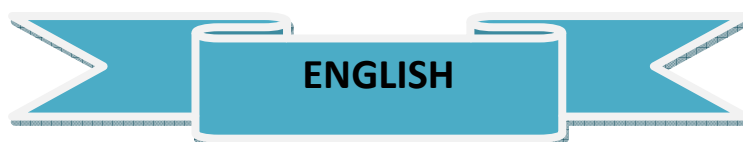- To increase the number of Classrooms lecture theatres, Seminars halls etc.

Opportunity:

- All students are required to have comprehensive knowledge of Hindi, because it is used in everywhere. There is wide scope of Hindi in the Govt. job as well as in private services.
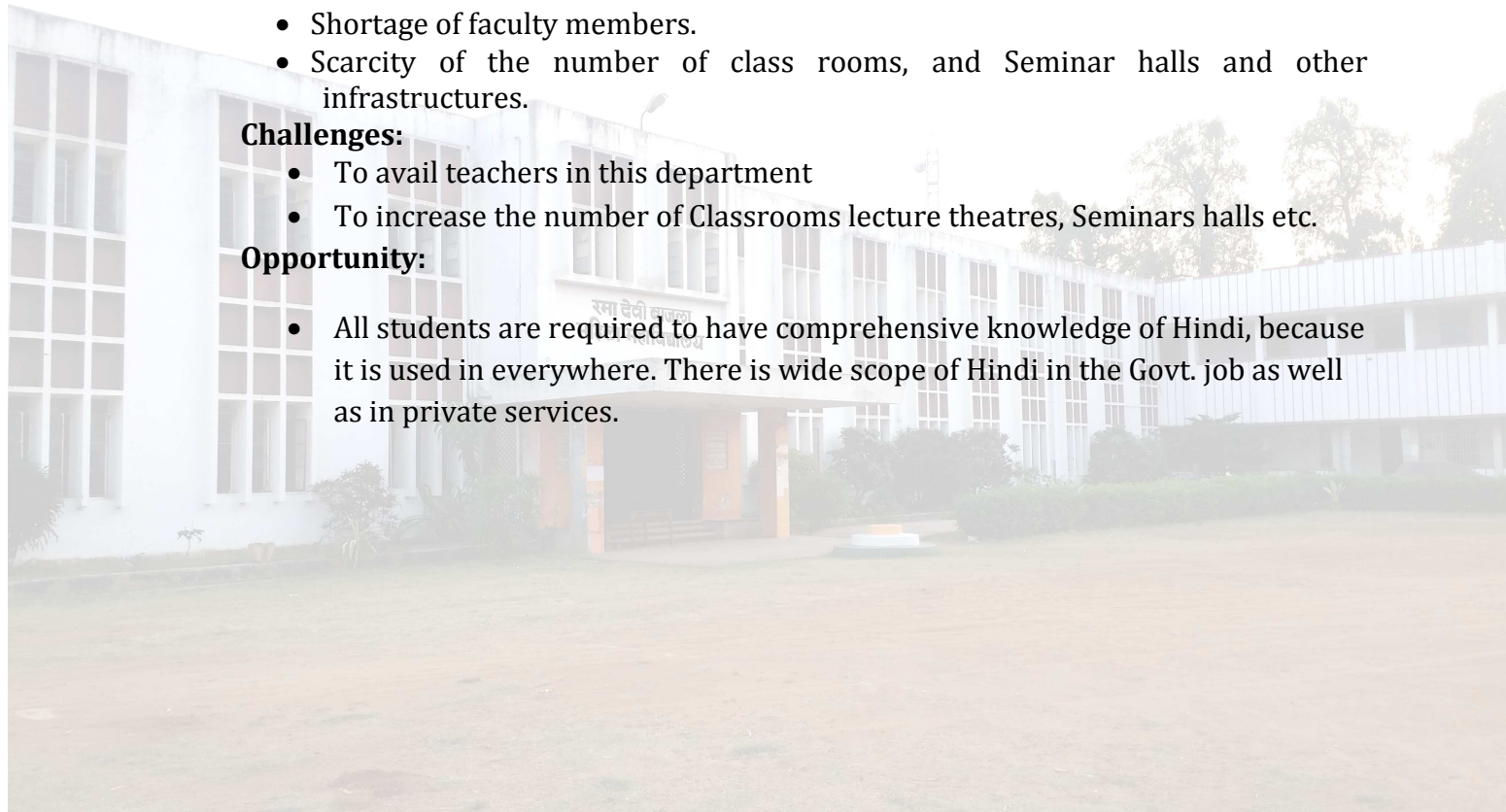
NAAC - SELF STUDY REPORT

ENGLISH

1. **Name of Department :** English
2. **Year of Establishment :** 1978
3. **Name of Pragrammes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters ; Integrated Ph.D., etc.) :** UG
4. **Names of interdisciplinary courses and the departments/units involved:**
5. **Annual / semester / choice based credit system(Programme wise) :** Annual
6. **Participation of the department in the course offered by other departments :** Yes
7. **Courses in collaboration with other universities, industries, foreign institutions, etc. :** No
8. **Details of courses/programmes discontinued (if any) with reasons :** Nil
9. **Number of Teaching post**

	Sanctioned	Filled
Professors		
Associate Professors	01	01
Asst.Professor	01	01

10. **Faculty profile with name, qualification, designation, specialization,(D.Sc./D.Litt./Ph.D./M.Phil. Etc.)**

Name	Qualification	Designation	Specialization	No.of Years of experience	No.o fPh.D. Students guided for the last 4 years
Dr. Rita Ray	M.A, Ph.D	Associate prof.	American Lit.,	33 Yrs	02
Smt. Jugnu Kri. Singh	M.A	Asstt. Professor	Nil	01 Yr.	Nil

11. **List of senior visiting faculty :** No
12. **Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty :** No
13. **Student-Teacher Ratio(programme wise) :** 36:1
14. **Number of academic support staff(technical) and administrative staff; sanctioned and filled :** No
15. **Qualifications of teaching faculty with D.sc./D.Lit./Ph.D./M.Phil./PG.:**

      a.   Dr. Rita Ray- Ph.D,

      b.   Smt. Jugnu Kumari Singh- M.A

16. **Number of faculty with ongoing projects from a) National b) International funding agencies and grants received :**No

17. **Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received :** No

18. **Research Centre/facility recognized by the University :** No

19. **Publications : (CV Annexure II)**

    a) Publication per faculty :

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

* **Number of publication listed in International Database(For E.g.: Web of Science, Scopus, Humanities International Complete, Dare Database- International Social Sciences Directory, EBSCO host, etc.) :**

* **Monographs :**
* **Chapter in Books :**
* **Books Edited :**
* **Books with ISBN/ISSN numbers with details of publishers :**
* **Citation Index :**
* **SNIP :**
* **SJR :**
* **Impact factor :**
* **h-index :**

20. **Areas of consultancy and income generated :** No

21. **Faculty as Members in :**

a) National committees:

    i. Life Member of the American Studies Research Centre, Hyderabad, India.

    ii. Life Member of Indian Association for American Studies .

    iii. Life Member of Indian Society for commonwealth Studies.

    iv. Member of Indian Association of English Studies.

    v. Member , Sahitya Akademi, National Academy of Letters, New Delhi.

b) International Committee:

    i.   Member, Teacher of English to speakers of other Language (TESOL) Alexandria, Virgina, USA.

c) Editorial Boards:

22. **Student projects**

  a) **Percentage of students who have done in-house projects including inter departmental/ programme:** 90%

  b) **Percentage of students placed of projects in organizations outside the institution i.e.in Research laboratories/Industry/Other agencies :** No

23. **Awards/recognitions Received by faculty and students :**Yes

24. **List of eminent academicians and scientists/ visitors to the department :**
Yes

25. **Seminars/ Conferences/ Workshops organized & the source of funding:**
(Annexure II CV)
  b) National:

  b) International:

26. **Student profile Programme/Course wise:**

Name of the course/programme (refer question no.4)		Applications received	Selected	Enrolled		Pass percentage
				*M	*F	
B.A.	UG	75	72		72	90%

*M=Male F=Female

27. **Diversity of Students**

Name of the Course	% of student from the same state	% of student from the other state	% of students from abroad
UG	90%	10%	Nil

28. **How many students have leared national and state Competitive examinations such NET, SLET, GATE, Civil services, Defense services, etc.?** **:** Not known

29. **Student progression**

Student progression	Against % enrolled
UG to PG	50%
PG to M.Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed • Campus selection • Other than campus recruitment	
Entrepreneurship/Self-employment	

30. **Details of infrastructural facilities**

    e) **Library:** Centrally Available
    f) **Internet facilities for staff & students:** Yes
    g) **Class rooms with ICT Facility:** Yes
    h) **Laboratories:** No

31. **Number of students receiving financial assistance from Mahavidyalaya, university, government, or other agencies:** Students receive financial assistance under Welfare scheme of Govt.

32. **Details on student enrichment programmes (special lectures/workshops /seminar) with external experts:** No

33. **Teaching methods adopted to improve student learning :** Chalk and board PPt, verbal lecturers.

34. **Participation in Institutional Social Responsibility(ISR) and Extension activities. :** NSS Active

35. **SWOC analysis of the department and Future plans**

    Strength: : Strength of meritorious students in English Department is quite good and it is hope that the number of students will further increase in near future if the infrastructure and facilities in this field is augmented.

    Weakness: But the lot of weaknesses in this department. First and for most is the paucity of the strength of teachers in this departments. If the number of teachers in the face of present number i.e, only two teachers in the department has been increase , the department will give better result then the present one, as there is no dearth of good teachers in subject English .

    Opportunity: There is ample opportunities in the field of English which the students as well as the teachers will be avail to teachers , if the infrastructure as well as the number of teaches is augmented. Then the department will be able to face the challenges, specially visualizing the backwardness of the majority of the students who come from nearby rural area cannot avail the opportunities in fields.

NAAC - SELF STUDY REPORT

SANSKRIT

1. Name of Department : Sanskrit

2. Year of Establishment : 1977

3. **Name of Pragrammes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters ; Integrated Ph.D., etc.) :** UG

4. **Names of interdisciplinary courses and the departments/units involved:**

5. **Annual / semester / choice based credit system(Programme wise) :** Annual

6. **Participation of the department in the course offered by other departments :** Yes

7. **Courses in collaboration with other universities, industries, foreign institutions, etc. :** No

8. **Details of courses/programmes discontinued (if any) with reasons :** Nil

9. **Number of Teaching post**

	Sanctioned	Filled
Professors		
Associate Professors	01	01
Asst.Professor	01	01 (Temporary)

10. **Faculty profile with name, qualification, designation, specialization,(D.Sc./D.Litt./Ph.D./M.Phil. Etc.)**

Name	Qualification	Designation	Specialization	No.of Years of experience	No.of Ph.D. Students guided for the last 4 years
Dr. Neeraja Dubey	M.A, Ph.D	Associate prof.	Sanskrit Natya Sahitya main Hasya Ras.	35 Yrs	03
Dr. Mala Dwary	M.A, Ph.D	Lecturer (Temporary)	Vrahtriya main Salesh : Ek Parishilan"	05 Yrs.	Nil

11. **List of senior visiting faculty :**
    Dr. A.N.Mishra & Dr. Kameshwar Mishra

12. **Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty :** No

13. **Student-Teacher Ratio(programme wise) :**5:1
14. **Number of academic support staff(technical) and administrative staff; sanctioned and filled :**No
15. **Qualifications of teaching faculty with D.sc./D.Lit./Ph.D./M.Phil./PG.:**
    a. Dr. Neeraja Dubey- Ph.D,
    b. Dr. Mala Dwary- Ph.D
16. **Number of faculty with ongoing projects from a) National b) International funding agencies and grants received :**No
17. **Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received :** No
18. **Research Centre/facility recognized by the University :** No
19. **Publications : (CV Annexure II)**
    b) Publication per faculty :
    * **Number of papers published in peer reviewed journals(national / international) by faculty and students :**
    * **Number of publication listed in International Database(For E.g.: Web of Science, Scopus, Humanities International Complete, Dare Database- International Social Sciences Directory, EBSCO host, etc.) :**
    * **Monographs :**
    * **Chapter in Books :**
    * **Books Edited :**
    * **Books with ISBN/ISSN numbers with details of publishers :**
    * **Citation Index :**
    * **SNIP :**
    * **SJR :**
    * **Impact factor :**
    * **h-index :**
20. **Areas of consultancy and income generated :** No
21. **Faculty as Members in :**
    a) **National committees:**
    b) **International Committee:**
    c) **Editorial Boards:** Member of Mahavidyalaya Magazine.
22. **Student projects**
    a) **Percentage of students who have done in-house projects including inter departmental/ programme:** 90%
    b) **Percentage of students placed of projects in organizations outside the institution i.e.in Research laboratories/Industry/Other agencies :** No
23. **Awards/recognitions Received by faculty and students :**Yes

24. **List of eminent academicians and scientists/ visitors to the department :** No
25. **Seminars/ Conferences/ Workshops organized & the source of funding:** (Annexure II CV)
    c) **National:**

    b) **International:**

NAAC - SELF STUDY REPORT

26.   Student profile Programme/Course wise:

Name of the course/ programme (refer question no.4)		Applications received	Selected	Enrolled		Pass percentage
				*M	*F	
B.A.	UG	05	05		05	90%

   *M=Male F=Female

27. Diversity of Students

Name of the Course	% of student from the same state	% of student from the other state	% of students from abroad
UG	100%	0%	Nil

28. How many students have cleared national and state Competitive examinations such NET, SLET, GATE, Civil services, Defense services, etc.? :   Yes, i. Dr. Anju Thakur- NET
ii. Dr. Chanda Jha - SLET

29. Student progression

Student progression	Against % enrolled
UG to PG	90%
PG to M.Phil.	
PG to Ph.D.	10%
Ph.D. to Post-Doctoral	
Employed • **Campus selection** • **Other than campus recruitment**	
Entrepreneurship/Self-employment	

30. Details of infrastructural facilities
   a) **Library:** Centrally Available
   b) **Internet facilities for staff & students:**   Yes
   c) **Class rooms with ICT Facility:**   Yes
   d) **Laboratories:** No

31. Number of students receiving financial assistance from Mahavidyalaya, university, government, or other agencies: : Students receive financial assistance under Welfare scheme of Govt.

32. **Details on student enrichment programmes (special lectures / workshops /seminar) with external experts: No**

33. Teaching methods adopted to improve student learning : No

34. Participation in Institutional Social Responsibility (ISR) and Extension activities. : NSS Active

35. SWOC analysis of the department and Future plans

Strength:

    The Strength of students in the department of Sanskrit is very less because lack of teachers as well as it is taught as an optional subject.

Weakness:

    Sanskrit is not a job oriented course, so the student's don't prefer to offer the subject.

Opportunity:

    Sanskrit is the mother of all languages and its importance can't be dined. There are opportunities of Sanskrit learning but they are on higher level.

Challenges & Future plan:

    Today the people are not realising the importance of Sanskrit which is a matter of great concerned for the Nation and the Government as well. Sanskrit is the prime source of our culture. So it is our responsibility to preserve the teaching of Sanskrit right from the primary level to higher level.
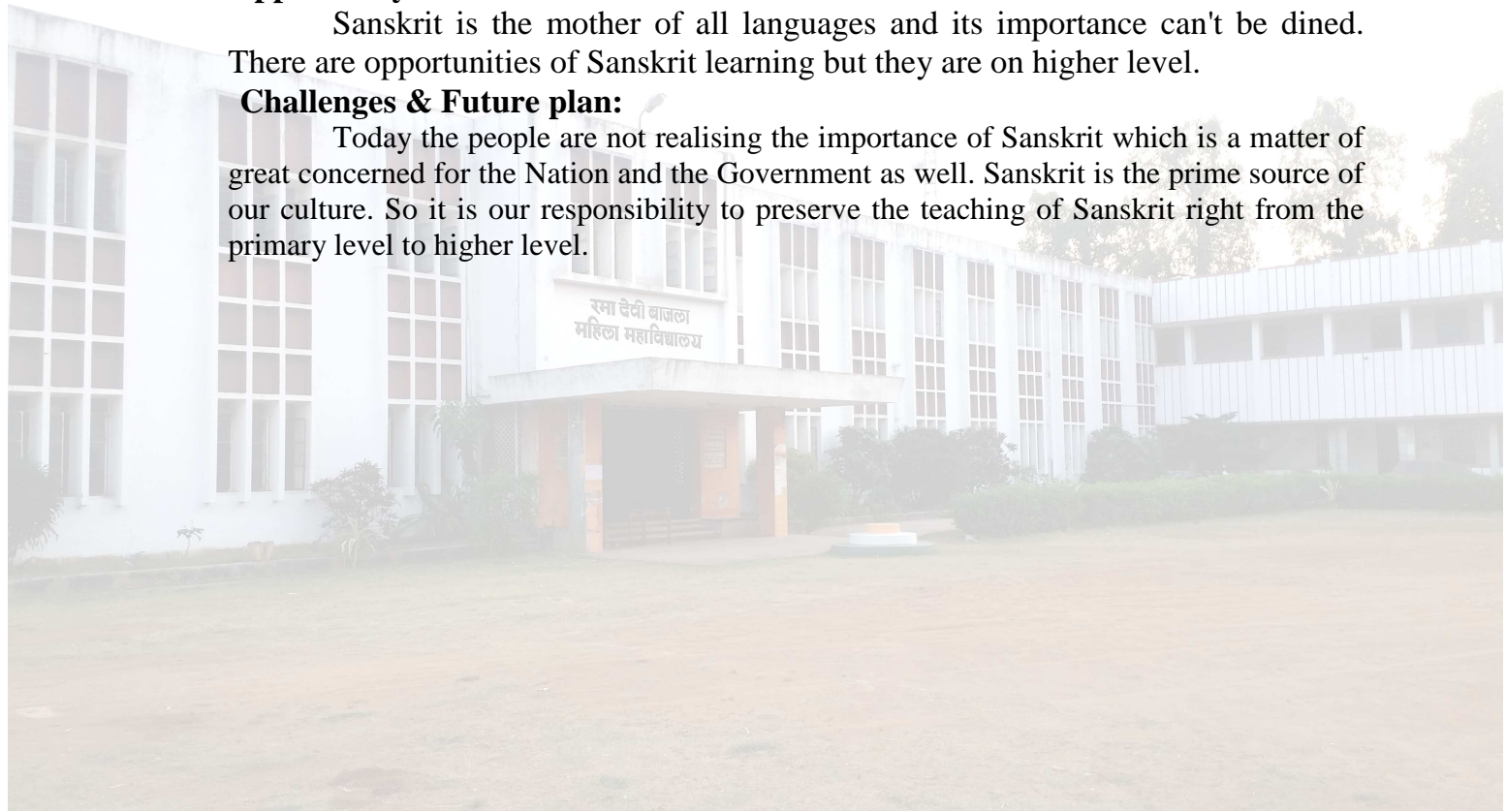
NAAC - SELF STUDY REPORT

BENGLA

1. **Name of Department :** Bengla
2. **Year of Establishment :** 1978
3. **Name of Pragrammes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters ; Integrated Ph.D., etc.) :** UG
4. **Names of interdisciplinary courses and the departments/units involved:**
5. **Annual / semester / choice based credit system(Programme wise) :** Annual
6. **Participation of the department in the course offered by other departments :** Yes
7. **Courses in collaboration with other universities, industries, foreign institutions, etc. :** *Dr. Usha Basuri has attended International Conference Tokyo University of Foreign studies in Japan dated 12.12.2015. She presented a paper titled "GLIMPSES OF LIFE AND SOCIETY OF ABORIGINES IN BEGALI LITERATURE".*
8. **Details of courses/programmes discontinued (if any) with reasons :** Nil
9. **Number of Teaching post**

	Sanctioned	Filled
Professors		
Associate Professors		
Asst.Professor	02	01

10. **Faculty profile with name, qualification, designation, specialization,(D.Sc./D.Litt./Ph.D./M.Phil. Etc.)**

Name	Qualification	Designation	Specialization	No.of Years of experience	No.of Ph.D. Students guided for the last 4 years
Dr. Usha Basuri	M.A, Ph.D	Asstt. professor	Rabindra Sahitya	08 Yrs.	01

11. **List of senior visiting faculty :** No
12. **Percentage of lectures delivered and practical classes handled (programme**

wise) by temporary faculty : No

13. **Student-Teacher Ratio(programme wise) :**3:1

14. **Number of academic support staff(technical) and administrative staff; sanctioned and filled :**No

15. **Qualifications of teaching faculty with D.sc./D.Lit./Ph.D./M.Phil./PG.:**
    a. Dr. Usha Basuri- Ph.D

16. **Number of faculty with ongoing projects from a) National b) International funding agencies and grants received :**No

17. **Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received :** No

18. **Research Centre/facility recognized by the University :** No

19. **Publications : (CV Annexure II)**
    a. **Publication per faculty :**
* **Number of papers published in peer reviewed journals(national / international) by faculty and students :**
* **Number of publication listed in International Database(For E.g.: Web of Science, Scopus, Humanities International Complete, Dare Database-International Social Sciences Directory, EBSCO host, etc.) :**
* **Monographs :**
* **Chapter in Books :**
* **Books Edited :**
* **Books with ISBN/ISSN numbers with details of publishers :**
* **Citation Index :**
* **SNIP :**
* **SJR :**
* **Impact factor :**
* **h-index :**
20. **Areas of consultancy and income generated :** No

21. **Faculty as Members in :** No
    a) National committees:
        1. Member of "Kolkata Society For Asian Studies"
        2. Life Member of "Nikhil Bharat Banga Sahitya Sammdan"
    b. **International Committee:**
    1. A Life Memebr of "International Congress Bengal Studies"
    c) **Editorial Boards:**
22. **Student projects**
    a) **Percentage of students who have done in-house projects including inter departmental/ programme:** 90%

    b) **Percentage of students placed of projects in organizations outside the institution i.e.in Research laboratories/Industry/Other agencies :** No

23. **Awards/recognitions Received by faculty and students :**No

NAAC - SELF STUDY REPORT

24. **List of eminent academicians and scientists/ visitors to the department :**
    No
25. **Seminars/ Conferences/ Workshops organized & the source of funding:**
    No
    a) National:
    b) International:

26. **Student profile Programme/Course wise:**

Name of the course/programme (refer question no.4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.A. UG	05	03		03	100%

*M=Male F=Female

27. **Diversity of Students**

Name of the Course	% of student from the same state	% of student from the other state	% of students from abroad
UG	1005	**Nil**	**Nil**

28. **How many students have leared national and state Competitive examinations such NET, SLET, GATE, Civil services, Defense services, etc.?**
    : Not known
29. **Student progression**

Student progression	Against % enrolled
UG to PG	60%
PG to M.Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed • Campus selection • Other than campus recruitment	
Entrepreneurship/Self-employment	

30. **Details of infrastructural facilities**
    1. **Library:** Centrally Available
    2. **Internet facilities for staff & students:** Yes
    3. **Class rooms with ICT Facility:** Yes
    4. **Laboratories:** No

31. **Number of students receiving financial assistance from Mahavidyalaya, university, government, or other agencies: :** Students receive financial assistance under Welfare scheme of Govt.

32. **Details on student enrichment programmes (special lectures / workshops /seminar) with external experts: No**

33. **Teaching methods adopted to improve student learning :** No

34. **Participation in Institutional Social Responsibility(ISR) and Extension activities. :** NSS Active

35. **SWOC analysis of the department and Future plans**

    Strength: Publication , Done research under you, Seminar- National and Inter national, Workshop.

    Weakness: Number of students admission are not satisfactory
    Opportunity: Bengali as a subject even in Jharkhand State and in Deoghar District.

    Challenges & Future plan: Placement higher study.

NAAC - SELF STUDY REPORT

ECONOMICS

1. Name of Department : Economics

2. Year of Establishment : 1978

3. **Name of Pragrammes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters ; Integrated Ph.D., etc.) :** UG

4. **Names of interdisciplinary courses and the departments/units involved:**

5. **Annual / semester / choice based credit system(Programme wise) :** Annual

6. **Participation of the department in the course offered by other departments :** Yes

7. **Courses in collaboration with other universities, industries, foreign institutions, etc. :** No

8. **Details of courses/programmes discontinued (if any) with reasons :** Nil

9. **Number of Teaching post**

	Sanctioned	Filled
Professors		
Associate Professors		
Asst.Professor	02	02

10. **Faculty profile with name, qualification, designation, specialization,(D.Sc./D.Litt./Ph.D./M.Phil. Etc.)**

Name	Qualification	Designation	Specialization	No.of Years of experience	No.of Ph.D. Students guided for the last 4 years
Prof. Preeti Prasad	M.A,	Asstt. professor	Money Banking	38 Yrs.	Nil
Prof. Mamta Kujur	M.A.	Asstt. Professor	Economic Mathematcs	08 Yrs.	Nil

11. **List of senior visiting faculty :** No

12. **Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty :** No

NAAC - SELF STUDY REPORT

13. **Student-Teacher Ratio(programme wise) :**100:1
14. **Number of academic support staff(technical) and administrative staff; sanctioned and filled :**No
15. **Qualifications of teaching faculty with D.sc./D.Lit./Ph.D./M.Phil./PG.:**
    a. Prof. Preeti Prasad- M.A
    b. Prof. Mamta Kujur- M.A
16. **Number of faculty with ongoing projects from a) National b) International funding agencies and grants received :**No
17. **Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received :** No
18. **Research Centre/facility recognized by the University :** No
19. **Publications : (CV Annexure II)**
    a) **Publication per faculty :**
    * **Number of papers published in peer reviewed journals(national / international) by faculty and students :**
    * **Number of publication listed in International Database(For E.g.: Web of Science, Scopus, Humanities International Complete, Dare Database- International Social Sciences Directory, EBSCO host, etc.) :**
    * **Monographs :**
    * **Chapter in Books :**
    * **Books Edited :**
    * **Books with ISBN/ISSN numbers with details of publishers :**
    * **Citation Index :**
    * **SNIP :**
    * **SJR :**
    * **Impact factor :**
    * **h-index :**
20. **Areas of consultancy and income generated :** No
21. **Faculty as Members in :** No
    a. **National committees:**
    b. **International Committee:**
    c. **Editorial Boards:**
22. **Student projects**
    a. **Percentage of students who have done in-house project including inter departmental/ programme:** 90%

    b. **Percentage of students placed of projects in organizations outside the institution i.e.in Research laboratories/Industry/Other agencies :** No

23. **Awards/recognitions Received by faculty and students :**Yes

24. **List of eminent academicians and scientists/ visitors to the department :** No

NAAC - SELF STUDY REPORT

25. **Seminars/ Conferences/ Workshops organized & the source of funding:**
No

   a) National:

   b) International:

26. **Student profile Programme/Course wise:**

Name of the course/programme (refer question no.4)		Applications received	Selected	Enrolled		Pass percentage
				*M	*F	
B.A.	**UG**	100	92		92	95%

*M=Male F=Female

27. **Diversity of Students**

Name of the Course	% of student from the same state	% of student from the other state	% of students from abroad
UG	100%	**Nil**	**Nil**

28. **How many students have learned national and state Competitive examinations such NET, SLET, GATE, Civil services, Defence services, etc.?**
: Not known

29. **Student progression**

Student progression	Against % enrolled
UG to PG	60%
PG to M.Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed • **Campus selection** • **Other than campus recruitment**	
Entrepreneurship/Self-employment	

30. **Details of infrastructural facilities**
    a) **Library:** Centrally Available
    b) **Internet facilities for staff & students:** Yes
    c) **Class rooms with ICT Facility:** Yes
    d) **Laboratories:** No

31. **Number of students receiving financial assistance from Mahavidyalaya, university, government, or other agencies: :** Students receive financial assistance under Welfare scheme of Govt.

32. **Details on student enrichment programmes (special lectures/workshops/ seminar) with external experts.:** No

33. **Teaching methods adopted to improve student learning :** No

34. **Participation in Institutional Social Responsibility(ISR) and Extension activities. :** NSS Active

35. **SWOC analysis of the department and Future plans**
 Strength:
 1. Faculty member are dedicated, qualified and cooperative.
 2. Excellent co-ordination among the faculty.
 3. Inspiring team of students and teachers to work to gather.
 4. Students hard working nature.
 5. Participation of students in various exchange programmes of organized by the Mahavidyalaya.
 6. Good result.

Weakness
 1. To teach economics to the diverse students community.
 2. Student admission ratio are decreasing day to day
 3. Syllabus is not job/practical oriented.

opportunities
 1. Economics is a subject which has opportunities in diversified fields.
 2. To use models as a made of teaching learning evolution methodology
 3. Many carrier opportunities for students.

Challenges
 1. To teach economics which is a dynamic subject
 2. Examination system needs to be revamped
 3. Increase quality and quality of students
 4. Inoculate the reading and research habit in student.

NAAC - SELF STUDY REPORT

POLITICAL SCIENCE

1. **Name of Department :** Political Science
2. **Year of Establishment :** 1978
3. **Name of Pragrammes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters ; Integrated Ph.D., etc.) :** UG
4. **Names of interdisciplinary courses and the departments/units involved:**
5. **Annual / semester / choice based credit system(Programme wise) :** Annual
6. **Participation of the department in the course offered by other departments :** Yes
7. **Courses in collaboration with other universities, industries, foreign institutions, etc. :** No
8. **Details of courses/programmes discontinued (if any) with reasons :** Nil
9. **Number of Teaching post**

	Sanctioned	Filled
Professors		
Associate Professors	01	01
Asst.Professor	02	02

10. **Faculty profile with name, qualification, designation, specialization,(D.Sc./D.Litt./Ph.D./M.Phil. Etc.)**

Name	Qualification	Designation	Specialization	No.of Years of experience	No.of Ph.D. Students guided for the last 4 years
Dr.S.N. Rai	M.A,Ph.D	Associate Professor	International Law	38 Yrs.	04
Prof. P.C.Das	M.A, JET	Asstt. Professor	International Law	08 Yrs.	Nil
Dr.K. Sinha	M.A, Ph.D, NET, SLET	Asstt. Professor	International Law	08 Yrs.	Pursuing 02

11. **List of senior visiting faculty :** No

12. **Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty :**No

13. **Student-Teacher Ratio(programme wise) :**90:1

14. **Number of academic support staff(technical) and administrative staff; sanctioned and filled :**No

15. **Qualifications of teaching faculty with D.sc./D.Lit./Ph.D./M.Phil./PG.:**
   a.Dr. S.N.Rai- Ph.D
   b. Prof. P.C.Das- M.A, JET
   c. Dr. Kishlay Sinha- Ph.D., JRF, NET

16. **Number of faculty with ongoing projects from a) National b) International funding agencies and grants received :**No

17. **Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received :** No

18. **Research Centre/facility recognized by the University :** No

19. **Publications : (CV Annexure II)**
   a. Publication per faculty :
   * **Number of papers published in peer reviewed journals(national / international) by faculty and students :**
   * **Number of publication listed in International Database(For E.g.: Web of Science, Scopus, Humanities International Complete, Dare Database- International Social Sciences Directory, EBSCO host, etc.) :**
   * **Monographs :**
   * **Chapter in Books :**
   * **Books Edited :**
   * **Books with ISBN/ISSN numbers with details of publishers :**
   * **Citation Index :**
   * **SNIP :**
   * **SJR :**
   * **Impact factor :**
   * **h-index :**

20. **Areas of consultancy and income generated :** No

21. **Faculty as Members in :** No
   a. **National committees:**
      i. Member of Social Impact assessment of Land Acquisition, Major Research.
      ii. Member of IPSA (Indian Political Science Association) life membership no.2687.
   b. **International Committee:**
   c. **Editorial Boards:**

22. **Student projects**
   a) **Percentage of students who have done in-house projects including inter departmental/ programme:** 90%

   b) **Percentage of students placed of projects in organizations outside the institution i.e.in Research laboratories/Industry/Other agencies :** No

23. **Awards/recognitions Received by faculty and students :**Yes

NAAC - SELF STUDY REPORT

24. **List of eminent academicians and scientists/ visitors to the department :**
No

25. **Seminars/ Conferences/ Workshops organized & the source of funding:**
a)National:
01 (UGC sponsored Seminar on "The Contemporary Globalized Society and Challenges of inclusive Development ;with special reference to Jhakrhand" organised by P.G. department of Pol.Sc. S.K.M.University, Dumka in joint Collaboration with R.D.Bajla Mahila Mahavidyalaya, Deoghar and A.S.Mahavidyalaya, Deoghar Jharkhand on 12 & 13 Feb'15.
b) International: No

26. **Student profile Programme/Course wise:**

Name of the course/programme (refer question no.4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
B.A. UG	290	272		272	95%

*M=Male F=Female

27. **Diversity of Students**

Name of the Course	% of student from the same state	% of student from the other state	% of students from abroad
UG	85%	**15%**	**Nil**

28. **How many students have leared national and state Competitive examinations such NET, SLET, GATE, Civil services, Defense services, etc.?**
: Not known

29. **Student progression**

Student progression	Against % enrolled
UG to PG	60%
PG to M.Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	

Employed • **Campus selection** • **Other than campus recruitment**	
Entrepreneurship/Self-employment	

30. **Details of infrastructural facilities**
    i) **Library:** Centrally Available
    j) **Internet facilities for staff & students:** Yes
    k) **Class rooms with ICT Facility:** Yes
    l) **Laboratories:** No
31. **Number of students receiving financial assistance from Mahavidyalaya, university, government, or other agencies: :** Students receive financial assistance under Welfare scheme of Govt.
32. **Details on student enrichment programmes (special lectures/workships/ seminar) with external experts.**: No
33. **Teaching methods adopted to improve student learning :** No
34. **Participation in Institutional Social Responsibility(ISR) and Extension activities. :** NSS Active
35. SWOC analysis of the department and Future plans
 Strength:

Strength: experience and resourceful faculty. Most of the faculty have done there minor and major research programme attend number of state and national level seminar. One faculty is member of major research project. The faculty also has published books and articles in journals with ISBN and ISSN number.

Weakness: Students teachers ratio is very high. Communication with students in English language are also very weak because the entry level in +3 under graduate part Ist has completed their education from Hindi medium background.

Opportunity: The intuitions is situated in the heart of the town. The oldest women Mahavidyalaya of the locality and empowering the girl child indifferent path of their life, honours paper in the subject.

Challenges: To open post graduate for higher studies. To sign institutional tie of for students and faculty exchange programme. To enhance, the communicative skill of the students by introducing enrichment programme like spoken English, writing skills.

NAAC - SELF STUDY REPORT

PHILOSOPHY

1. **Name of the department** Philosophy

2. **Year of Establishment** : 1978

3. **Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):** U.G

4. **Names of Interdisciplinary courses and the departments/units involved :**No

5. **Annual/ semester/choice based credit system (programme wise) :**Annual

6. **Participation of the department in the courses offered by other departments** : Yes

7. **Courses in collaboration with other universities, industries, foreign institutions, etc**. :N.A

8. **Details of courses/programmes discontinued (if any) with reasons :**N.A

9. **Number of Teaching posts**

	Sanctioned	Filled
Professors		
Associate Professors		
Asst. Professors	02	03

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr.Suchita Kumari	M.A.,Ph.D	Asstt. Prof.	Ethics	01 Yr PG 18 Yrs UG	02
Smt.Rekha Kumari	M.A	Asstt. Prof.	Religion	08 Yrs	Nil
Dr.Arati Modak	M.A., Ph.D , JRF	Asstt. Prof.	Religion	08 Yrs	Nil

11. **List of senior visiting faculty:** N.A

12. **Percentage of lectures delivered and practical classes handled(programme wise)by temporary faculty**: N.A

13. **Student -Teacher Ratio (programme wise):**2:1

14. **Number of academic support staff (technical) and administrative staff; sanctioned and filled**:Nil

15. **Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.**: PG & Ph.D
 a. Dr. Suchit Kumari - Ph.D
 b. Smt. Rekha Kumari Gupta- M.A, JET
 c. Dr. Arati Modak   - Ph.D, JRF, NET

16. **Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:** N.A

17. **Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received**:N.A

18. **Research Centre /facility recognized by the University**:N.A

19. **Publications:** (Annexure II CV)

* **Publication per faculty:**

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

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

* **Monographs**

* **Chapter in Books**

* **Books Edited**

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

* **Citation Index**

* **SNIP**

* **SJR**

* **Impact factor**

* **h-index**

20. **Areas of consultancy and income generated**: N.A

21. **Faculty as members in**: (Annexure II CV)

   a) **National committees**
   b) **International Committees**
   c) **Editorial Boards….**

22. **Student projects** :N.A

   a) **Percentage of students who have done in-house projects including inter departmental/programme** :95%

   b) **Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies**:No

23. **Awards / Recognitions received by faculty and students**:Yes

24. **List of eminent academicians and scientists / visitors to the department** :N.A
25. **Seminars/ Conferences/Workshops organized & the source of funding** :N.A

NAAC - SELF STUDY REPORT

a) **National**
b) **International**

26. **Student profile programme/course wise:**

Name of the Course/programme(refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
UG	06	06		06	90%

*M = Male   *F = Female

27. **Diversity of Students**

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG	100%	Nil	Nil

28. **How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? :**N.A

NAAC - SELF STUDY REPORT

29. Student progression:

Student progression	Against %
UG to PG	30%
PG to M.Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed • Campus selection • Other than campus recruitment	
Entrepreneurship/Self-employment	

30. **Details of Infrastructural facilitiesb** :
    a) **Library**: Centrally available.
    b) **Internet facilities for Staff & Students** : Yes

    c) **Class rooms with ICT facility** : Yes
    d) **Laboratories**: No
31. **Number of students receiving financial assistance from Mahavidyalaya, university government or other agencies:**

    Student receive financial assistance under Welfare scheme of Govt.

32. **Details on student enrichment programmes (special lectures / workshops /seminar) with external experts**: No

33. **Teaching methods adopted to improve student learning: Chalk and board, PPt, verbal lectures.**
34. **Participation in Institutional Social Responsibility (ISR) and Extension activities:** NSS activities.

35. **SWOC analysis of the department and Future plans**
    Strength :
    1.Department have got resource faculty.
    2. Sixty percent teachers are have been Ph.D.
    3.Almost all the teachers are having different kinds of publication.
    4.All the teachers have attended National and International Seminars.
    5.Student result are 95%, participation of the students in other activities are remarkable.

NAAC - SELF STUDY REPORT

Weakness:

1. Students admission are not satisfactory **.**

2. Students admission ratio are decreasing day by day because vast syllabus in intermediate.

3. Philosophy no scope in school teaching (For example B.Ed)

Opportunity

1. There are hardly any opportunity for our department to take feedback from student on the vast curriculum prepared by the council to bring drastic change.

2. To purchase more book are journals.

3. To make all students computer trend.

NAAC - SELF STUDY REPORT

Home Science

1. Name of the department:

2. Year of Establishment : 2005

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):UG

4. Names of Interdisciplinary courses and the departments/units involved:

5. Annual/ semester/choice based credit system (programme wise): Annual

6. Participation of the department in the courses offered by other departments: Yes

7. Courses in collaboration with other universities, industries, foreign institutions, etc.:N.A

8. Details of courses/programmes discontinued (if any) with reasons: N.A

9. Number of Teaching posts:

	Sanctioned	Filled
Professors		
Associate Professors		
Asst. Professors		01 (Temporary)

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D.Students guided for the last 4 years
Dr. Sangita Kumar	M.A, M.Ed.,Ph.D	lecturer	Nutrition and Health	05 years	Nil

NAAC - SELF STUDY REPORT

11. List of senior visiting faculty:N.A

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty:N.A

13. Student -Teacher Ratio (programme wise):15:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled:N.A

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.:Ph.D
    a. Dr. Sangita Kumari - Ph.D

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: N.A

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: N.A

18. Research Centre /facility recognized by the University: N.A

19. Publications:(CV, Annexure II)

    * a) Publication per faculty

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

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

    * Monographs

    * Chapter in Books

    * Books Edited

    * Books with ISBN/ISSN numbers with details of publishers

    * Citation Index

    * SNIP

    * SJR

    * Impact factor

    * h-index

20. Areas of consultancy and income generated:N.a

21. Faculty as members in : N.A

a) National committees b) International Committees c) Editorial Boards….

NAAC - SELF STUDY REPORT

22. Student projects:

a) Percentage of students who have done in-house projects including inter departmental/programme: 90%

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: N.A

23. Awards / Recognitions received by faculty and students: N.A

24. List of eminent academicians and scientists / visitors to the department: N.A

25. Seminars/ Conferences/Workshops organized & the source of funding

(CV, Annexure II)

a) National

b) International

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled *M	*F	Pass percentage
UG	15	15		15	95%

*M = Male   *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?:NA

29. Student progression:N.A

Student progression	Against % enrolled
UG to PG	20%
PG to M.Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed • Campus selection • Other than campus recruitment	
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities :

 a) Library: Centrally Library

 b) Internet facilities for Staff & Students: Yes

 c) Class rooms with ICT facility: Yes

 d) Laboratories :Yes

31. Number of students receiving financial assistance from Mahavidyalaya, university,

government or other agencies:

Student receive financial assistance under Welfare scheme of Govt.

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts: No

33. Teaching methods adopted to improve student learning: Chalk and board, PPt, verbal lectures.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: NSS activities.

35. SWOC analysis of the department and Future plans

Strength: The Students strength is very low in the department of Home Science it has been decreased no doubt.

NAAC - SELF STUDY REPORT

Weakness: The decreasing of students in the deptt. of Home Science is mainly for the lack of

permanent & qualified teachers. Especially in a women's Mahavidyalaya Govt. should create &

Sanction posts in the deptt. of Home Science. It is not well equipped also.

Opportunity: It is job oriented course. It makes the girl's students self dependent is their life.

Challenges : Efforts are being made for the appointment of permanent teachers in the deptt. of Home Science and purchase equipments for the department.

NAAC - SELF STUDY REPORT

Music

1. Name of the department:

2. Year of Establishment : 2005

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):UG

4. Names of Interdisciplinary courses and the departments/units involved:

5. Annual/ semester/choice based credit system (programme wise): Annual

6. Participation of the department in the courses offered by other departments: Yes

7. Courses in collaboration with other universities, industries, foreign institutions, etc.:N.A

8. Details of courses/programmes discontinued (if any) with reasons: N.A

9. Number of Teaching posts:

	Sanctioned	Filled
Professors	XX	XX
Associate Professors	XX	XX
Asst. Professors	XX	01 Temporary

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Kumari Rashmi	M.A	Asstt.Prof.		03 Yrs	Nil

11. List of senior visiting faculty: N.A

12. Percentage of lectures delivered and practical classes handled(programme wise)

NAAC - SELF STUDY REPORT

by temporary faculty: N.A

13. Student -Teacher Ratio (programme wise): 1:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: N.A

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.:
 a. Kumari Rashmi- M.A

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: N.A

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: N.A

18. Research Centre /facility recognized by the University: N.A

19. Publications: Nil

∗   a) Publication per faculty

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

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

∗   Monographs

∗   Chapter in Books

∗   Books Edited

∗   Books with ISBN/ISSN numbers with details of publishers

∗   Citation Index

∗   SNIP

∗   SJR

∗   Impact factor

∗   h-index

20. Areas of consultancy and income generated: N.A

21. Faculty as members in : N.A

a) National committees
b) International Committees
c) Editorial Boards….

22. Student projects:

NAAC - SELF STUDY REPORT

a) Percentage of students who have done in-house projects including inter departmental/programme: 100%

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: N.A

23. Awards / Recognitions received by faculty and students: Yes

24. List of eminent academicians and scientists / visitors to the department:N.A

25. Seminars/ Conferences/Workshops organized & the source of funding

No

a) National

b) International

26. Student profile programme/course wise:

Name of the Course/programme	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
UG	01	01		01	100%

*M = Male   *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG	100%	Nil	Nil

NAAC - SELF STUDY REPORT

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?:NA

29. Student progression:N.A

Student progression	Against % enrolled
UG to PG	
PG to M.Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed • Campus selection • Other than campus recruitment	
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities :

 a) Library: Centrally Library

b)   Internet facilities for Staff & Students: Yes

c)   Class rooms with ICT facility :Yes

d)   Laboratories :Yes

31. Number of students receiving financial assistance from Mahavidyalaya, university,

government or other agencies:

Student receive financial assistance under Welfare scheme of Govt.

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts: No

33. Teaching methods adopted to improve student learning: Chalk and board, PPt, verbal lectures.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: NSS activities.

35. SWOC analysis of the department and Future plans

Strength:

- The strength of students in the deptt. of Music is very less. which is a matter of great sorrow.

Weakness:
- There is no permanent teacher in the department of Music. There is also lack of musical instruments.
- Shortage of building and class rooms.

Opportunity:

- Music is one of the fine arts. It provide opportunity to the students as it is a job oriented course.

Challenges:

- We are trying to get at least one permanent teacher & also to purchase different kinds of Musical instruments so that the students may complete with the world of music and culture.
- To create interest among Girl students for existing courses.
- To create job opportunity.

NAAC - SELF STUDY REPORT

History

1. Name of the department:

2. Year of Establishment : 2005

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): UG

4. Names of Interdisciplinary courses and the departments/units involved:

5. Annual/ semester/choice based credit system (programme wise): Annual

6. Participation of the department in the courses offered by other departments: Yes

7. Courses in collaboration with other universities, industries, foreign institutions, etc.:N.A

8. Details of courses/programmes discontinued (if any) with reasons: N.A

9. Number of Teaching posts:

	Sanctioned	Filled
Professors		
Associate Professors		
Asst. Professors		01 Temporary

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Shankri Mishra	M.A., Ph.D	Asstt. Professor	Modern Histroy	10 Yrs	No

11. List of senior visiting faculty: N.A

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty: N.A

13. Student -Teacher Ratio (programme wise): 304:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: N.A

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.:Ph.D
 a. Dr. Shankri Mishra - Ph.D

16. Number of faculty with ongoing projects from
 a) National
 b) International funding agencies and grants received: N.A

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: N.A

18. Research Centre /facility recognized by the University: N.A

19. Publications:N.A

* a) Publication per faculty

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

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

* Monographs

* Chapter in Books

* Books Edited

* Books with ISBN/ISSN numbers with details of publishers

* Citation Index

* SNIP

* SJR

* Impact factor

* h-index

20. Areas of consultancy and income generated: N.A

21. Faculty as members in: N.A

NAAC - SELF STUDY REPORT

a) National committees
b) International Committees
c) Editorial Boards….

22. Student projects:N.A

a) Percentage of students who have done in-house projects including inter departmental/programme: 80%

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: No

23. Awards / Recognitions received by faculty and students: Yes

24. List of eminent academicians and scientists / visitors to the department: N.A

25. Seminars/ Conferences/Workshops organized & the source of funding

a) National

b) International

26. Student profile programme/course wise:

Name of the Course/ programme(refer	applications received	Selected	Enrolled		Pass percentage
			*M	*F	
UG	315	304		304	85%

*M = Male   *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG	95%	05%	Nil

28. How many students have cleared national and state competitive examinations such

as NET, SLET, GATE, Civil services, Defence services, etc.?:NA

29. Student progression: N.A

Student progression	Against % enrolled
UG to PG	65%
PG to M.Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed ➥ Campus selection ➥ Other than campus recruitment	
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities :

 a) Library: Centrally Library

b)   Internet facilities for Staff & Students: Yes

c)   Class rooms with ICT facility :Yes

d) Laboratories :No

31. Number of students receiving financial assistance from Mahavidyalaya, university,

government or other agencies:

Student receive financial assistance under Welfare scheme of Govt.

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts: No

33. Teaching methods adopted to improve student learning: Chalk and board, PPt, verbal lectures.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: NSS activities.

35. SWOC analysis of the department and Future plans

Strength : The Strength of students in the department of History is highly satisfactory.

Weakness: There is no permanent teacher in the department of History. In spite of several request the Govt. of Jharkhand has not yet appointed any teacher in the department of History in our Mahavidyalaya.

Opportunity: There is a vast opportunity in History. In all competitive examination questions are set from History.

 Challenges : We have to make arrangements for qualified teachers, so that the students may be benefited immensely.

Sociology

1. Name of the department:

2. Year of Establishment : 2005

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): UG

4. Names of Interdisciplinary courses and the departments/units involved:

5. Annual/ semester/choice based credit system (programme wise): Annual

6. Participation of the department in the courses offered by other departments: Yes

7. Courses in collaboration with other universities, industries, foreign institutions, etc. :N.A

8. Details of courses/programmes discontinued (if any) with reasons: N.A

9. Number of Teaching posts:

	Sanctioned	Filled
Professors		
Associate Professors		
Asst. Professors		01 (Temporary)

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Sri Vinod Kumar	M.A, M.Phil.	Asstt. Prof.		03 Yrs	Nil

11. List of senior visiting faculty: N.A

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: N.A

13. Student -Teacher Ratio (programme wise): 180:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled: N.A

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.:
 a. Sri Vinod Kumar Singh - M.A. , M.Phil.

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received: N.A

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received: N.A

18. Research Centre /facility recognized by the University: N.A

19. Publications: N.A

∗ a) Publication per faculty

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

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

∗ Monographs

∗ Chapter in Books

∗ Books Edited

∗ Books with ISBN/ISSN numbers with details of publishers

∗ Citation Index

∗ SNIP

∗ SJR

∗ Impact factor

∗ h-index

20. Areas of consultancy and income generated: N.A

21. Faculty as members in : N.A

NAAC - SELF STUDY REPORT

a) National committees
b) International Committees
c) Editorial Boards....

22. Student projects: N.A

a) Percentage of students who have done in-house projects including inter departmental/programme: 90%

b)   Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: No

23. Awards / Recognitions received by faculty and students: Yes

24. List of eminent academicians and scientists / visitors to the department: N.A

25.   Seminars/ Conferences/Workshops organized & the source of funding

(CV, Annexure II)

a) National

b) International

26. Student profile programme/course wise:

Name of the Course/programme	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
UG	190	180		18	95%

*M = Male   *F = Female

27. Diversity of Students

Name of the Course	\% of students from the same state	% of students from other States	% of students from abroad
UG	100%	Nil	Nil

NAAC - SELF STUDY REPORT

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?:NA

29. Student progression:N.A

Student progression	Against % enrolled
UG to PG	
PG to M.Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed • Campus selection • Other than campus recruitment	
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities :

 a) Library: Centrally Library

 b) Internet facilities for Staff & Students: Yes

 c) Class rooms with ICT facility :Yes

 d) Laboratories :No

31. Number of students receiving financial assistance from Mahavidyalaya, university,
government or other agencies:
Student receive financial assistance under Welfare scheme of Govt.

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts: No

33. Teaching methods adopted to improve student learning: Chalk and board, PPt, verbal lectures.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: NSS activities.

35. SWOC analysis of the department and Future plans

Strength:
- Dynamic and visionary direction of the Head of the Institution
- The Strength is the department of Sociology is highly satisfactory
- A watchful care taken by IQAC of the institution.

Weakness:
- Shortage of permanent & qualified teachers.
- Shortage of building and class rooms and other infrastructures.

Opportunity:
- The study of sociology is of great importance . The students acquaint themselves with social structure and social institution of human society by studying sociology. They study about the marginalized group which constitute a fairly large section of the world population.

Challenges:

Efforts are been made for appointment of at least one permanen teacher in the department of sociology

NAAC - SELF STUDY REPORT

Psychology

1. Name of the department :

2. Year of Establishment: 2005

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : UG

4. Names of Interdisciplinary courses and the departments/units involved

5. Annual/ semester/choice based credit system (programme wise) : Annual

6. Participation of the department in the courses offered by other departments: Yes

7. Courses in collaboration with other universities, industries, foreign institutions, etc.: No

8. Details of courses/programmes discontinued (if any) with reasons : No

9. Number of Teaching posts

	Sanctioned	Filled
Professors		
Associate Professors		
Asst. Professors		01 Temporary

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students \guided for the last 4 years
Sri R.R.Mishra	M.A	Asstt. Prof.	"personality"	15 Yrs	Nil

NAAC - SELF STUDY REPORT

11. List of senior visiting faculty : No

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty: No

13. Student -Teacher Ratio (programme wise): 6:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : No

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.
 a. Sri R.R. Mishra - M.A

16. Number of faculty with ongoing projects from : No
 a) National
 b) International funding agencies and grants received

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : No

18. Research Centre /facility recognized by the University : No

19. Publications: CV Annexure II

∗ a) Publication per faculty

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

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

∗ Monographs

∗ Chapter in Books

∗ Books Edited

∗ Books with ISBN/ISSN numbers with details of publishers

∗ Citation Index

∗ SNIP

∗ SJR

∗ Impact factor

∗ h-index

20. Areas of consultancy and income generated

21. Faculty as members in
 a) National committees
 b) International Committees
 c) Editorial Boards….

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental/programme : 90%

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: Nil

23. Awards / Recognitions received by faculty and students : Yes

24. List of eminent academicians and scientists / visitors to the department n: No
25. Seminars/ Conferences/Workshops organized & the source of funding

 a) National

 b) International
26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled *M	*F	Pass percentage
UG	06	06	06		100%

*M = Male   *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?

29. Student progression

Student progression	Against % enrolled
UG to PG	
PG to M.Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed • Campus selection • Other than campus recruitment	
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities

 a) Library : Centrally Library

b)   Internet facilities for Staff & Students: Yes

c) Class rooms with ICT facility : Yes

d) Laboratories: Yes

31. Number of students receiving financial assistance from Mahavidyalaya, university,

government or other agencies:

Student receive financial assistance under Welfare scheme of Govt.

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts: No

33. Teaching methods adopted to improve student learning: Chalk and board, PPt, verbal lectures.
34. Participation in Institutional Social Responsibility (ISR) and Extension activities: NSS activities.
35. SWOC analysis of the department and Future plans

Strength : The number of students in the department of Psychology is satisfactory.

 Weakness: There is no permanent teacher in the department of Psychology. The laboratory is also not well equipped .

Opportunity: Psychology is a branch of science. In Psychology students study about the

functions of human mind and behaviour as well. Its opportunity is very vast . Psychology plays an important role in all spheres of life. Today Psychologists are more needed in mental hospital at juveniles, remedial home etc.

Challenges : We are trying our level best to get permanent teacher in the department of Psychology. So that the students may be benefited & also make the laboratory well equipped.

Commerce

1. Name of the department :

2. Year of Establishment: 2005

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) : UG

4. Names of Interdisciplinary courses and the departments/units involved

5. Annual/ semester/choice based credit system (programme wise) : Annual

6. Participation of the department in the courses offered by other departments: Yes

7. Courses in collaboration with other universities, industries, foreign institutions, etc.: No

8. Details of courses/programmes discontinued (if any) with reasons : No

9. Number of Teaching posts

	Sanctioned	Filled
Professors		
Associate Professors		
Asst. Professors		01 Deputation , 01 Temporary

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

NAAC - SELF STUDY REPORT

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Sri S.S. Prasad	M.Com.	Asstt. Prof.		30 Yrs	02 pursuing
Silki Sahay	M.B.A, NET	Asstt. Prof.		01Yrs	

11. List of senior visiting faculty: No

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty: No

13. Student -Teacher Ratio (programme wise): 148:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : No

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.
a. Sri S.S.Prasad - M.A
b. Silky Sahay - NET

16. Number of faculty with ongoing projects from : No
a) National
b) International funding agencies and grants received

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : No

18. Research Centre /facility recognized by the University : No

19. Publications: CV Annexure II

∗ a) Publication per faculty

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

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

* Monographs

* Chapter in Books

* Books Edited

* Books with ISBN/ISSN numbers with details of publishers

* Citation Index

* SNIP

* SJR

* Impact factor

* h-index

20. Areas of consultancy and income generated

21. Faculty as members in

a) National committees
b) International Committees
c) Editorial Boards….

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental/programme : 90%

b)   Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies: Nil

23. Awards / Recognitions received by faculty and students: Yes

24. List of eminent academicians and scientists / visitors to the department n: No

25.   Seminars/ Conferences/Workshops organized & the source of funding : No

a) National

b) International

26. Student profile programme/course wise:

Name of the Course/programme	Applications received	Selected	Enrolled *	Pass percentage
UG	296	296	296	95%

NAAC - SELF STUDY REPORT

*M = Male   *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
UG	95%	5%	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defence services, etc.?

29. Student progression

Student progression	Against % enrolled
UG to PG	80%
PG to M.Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed • Campus selection • Other than campus recruitment	
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities

 a) Library : Centrally Library

 b) Internet facilities for Staff & Students: Yes

 c) Class rooms with ICT facility : Yes

 d) Laboratories: No

31. Number of students receiving financial assistance from Mahavidyalaya, university,
government or other agencies:

NAAC - SELF STUDY REPORT

Student receive financial assistance under Welfare scheme of Govt.

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts: No

33. Teaching methods adopted to improve student learning: Chalk and board, PPt, verbal lectures.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: NSS activities.

35. SWOC analysis of the department and Future plans

Strength:
- Dynamic visionary direction of the Head of the Institution.
- Tactful direction and systematic plan of IQAC of the Institution.
- The strength of students in the department of commerce is satisfactory.

Weakness:

- There is no permanent teacher in the faculty of commerce. There is only one teacher on deputation. The construction of commerce building has been lying incomplete for the last six years.

Opportunity:
- Large number of students admitted in this Mahavidyalaya every year.
- It is job orientated course . There are many opportunities of commerce teaching. It provide jobs to the students right from the low level to higher level.

Challenges
- Efforts are been made for the appointment of permanent teachers in the faculty of commerce as well as for the construction of incomplete commerce building.

Date:22/03/201
Place: Deoghar

Certificate of Compliance

Phone : 06432-222517 (O)
06432-292902 (R)
06432-222517 (Fax)
E-mail : rdbmcollege@rediffmail.com
rdbmcollegedeoghar@gmail.com

RAMA DEVI BAJLA MAHILA MAHAVIDYALAYA
Deoghar-814112 (Jharkhand)

Ref. : 95/16

(A constituent Unit of Sido-Kanhu Murmu University, Dumka)

Date : 22.03.16

(Affiliated **Constituent** /Autonomous Colleges and Recognized Institutions)

This is to certify that **Rama Devi Bajla Mahila Mahavidyalaya, Deoghar** (Name of the institution fulfills all norms.)

1. Stipulated by the Affiliating University and/ or : **Sido Kanhu Murmu University, Dumka.**
2. Regulatory Council/Body (such as UGC, NCTE, AICTE, MCI, DCI, BCI, etc.) and : **UGC, Under 2f & 12B.**
3. The affiliation and recognition (if applicable) is valid as on date.

In case the affiliation/recognition is conditional, then a detailed enclosure with regard to compliance of conditions by the institution will be sent.

It is noted that NAAC's accreditation. If granted, shall stand cancelled automatically, once the institution loses its University affiliation or Recognition by the Regulatory Council, as the case may be.

In case the undertaking submitted by the institution is found to be false then the accreditation given by NAAC is liable to be withdrawn. It is also agreeable that the undertaking given to NAAC will be displayed on the college website.

Date:22/03/2016
Place: Deoghar

(Dr.Neelaja Dubey)
Principal
Principal/Head of the Institution
Rama Devi Bajla Mahila College
B.DEOGHAR

NAAC - SELF STUDY REPORT

Phone : 06432-222517 (O)
06432-292902 (R)
06432-222517 (Fax)
E-mail : rdbmcollege@rediffmail.com
rdbmcollegedeoghar@gmail.com

RAMA DEVI BAJLA MAHILA MAHAVIDYALAYA
Deoghar-814112 (Jharkhand)

(A constituent Unit of Sido-Kanhu Murmu University, Dumka)

Ref. : 94/16

Date : 22.03.16

I certify that data included in this self study report (SSR) is true to the best of my knowledge. This self study report (SSR) has been prepared by the institution after internal discussions.

I am aware that the Peer Team will validate the information provided to this SSR during its visit to the college.

(Dr. Neeraja Dubey)
Principal
R.D.B.Mahila College,Deoghar

ANNEXURE - I

PERMANENT AFFILIATION LETTER

SIDO KANHU MURMU UNIVERSITY

DUMKA - 814 101

✆ : 06434 - 222495

Fax : 06434 - 223006
Website : www.skmu.org.in

Ref. SKMU/R-G/387/16

Date 19/03/2016

TO WHOM IT MAY CONCERN

This is to certify that Rama Devi Bajla Mahila Mahavidyalaya, Deoghar is affiliated to the Sido Kanhu Murmu University since 1994 Year and recognized by the University Grants Commission and the following Courses/Subjects are taught in the said college;

Sl. No.	Name of the Course(s) and Duration	Affiliation		Period of Validity for the year(s)
		Permanent	Temporary	
I.	Three year B.A Hons./B.A. Pass Course	Permanent	-	Since 1994
II.	Three year B.Com. Hons./B.Com. Pass Course	Permanent	-	Since 2005
III.	Three year B.Sc. Hons./B.Sc. Pass Course	Permanent	-	Since 2005

REGISTRAR

ANNEXURE - II

CV OF TEACHING STAFF

Curriculum vitae

Dr.NeerajaDubey

Principal
Associate Professor
Department of Sanskrit
R.D.B.M.Mahavidyalaya,Deoghar
Contact no.-06432-222517(o) 06432-292901(R)
Mobile No. 9431396166
Residence:-At.Simaria, P.O.Jasidih, District-Deoghar .
Pin No. 814142

Academic Qualifications:-
- M.A.(Sans.) :-1976, Patna University, Patna, Ist Class
- Ph.D.:- 11th February 1991, Patna University, Patna 'Sanskrit Natya Sahitya mai Hasya Ras.'

Teaching Experience
8th September 1976 to 30th November 2008
21st January 2013 to 24th July 2014

Research Produced

- Bhas ke rupko mai kabya tatwa
- Sanskrit Sahitya ke pramukh atihasik mahakavyon ka kabyashastriya anushilan.
- Srimad Bhagwatgita mai adwet tatwa mimansha.

Research Under Publication

- oooo
- 0000

Thesis Examined :- 06

Administrative Experience :

- Professor in-charge of R.D.Bajla Mahila Mahavidyalaya, Deoghar from 01.12.08 to 21.01.2013 .
- Professor in-charge of R.D.Bajla Mahila Mahavidyalaya, Deoghar from 25.07.2014 to up till now .
- Bursar- 23.08.1999 to 22.08.2002.
- Routine in-charge: 01.04.79 to 16.03.83 at Madhupur Mahavidyalaya, Madhupur
- Routine in-charge for Four years at R.D.B.M.Mahavidyalaya,Deoghar
- Controller of Examination : 1986 to 1988
- Tabulator : Bhagalpur University, Bhagalpur & S.K.M.University, Dumka.
- Centre Superintendent of Degree I, II and III Exam from 01.12.08 to up till date.
- Member of Senate, Syndicate & Academic Council of S.K.M.university, Dumka.
- Organised UGC sponsored National Seminar on "The Contemporary Globalised Society and Challenges of Inclusive Development of : With special Reference to Jharkhand.

Book Published-02

- Sanskrit Sahitya mai hasya-ras ki abhineyata, ISBN-978-93-81221-37-2
- Kumarshambhawam-Sahityik Anushilan, ISBN-81-88632-10-4 ,1992

INTERNATINAL SEMINAR /NATINAL SEMINAR/CONFRENCE/PAPER PUBLISHED

- **Attended UGC sponsored International Seminar on Hindi Sahitya mai Dalit Chetna : Samprtik Dasha awam Disha and presented**

paper on "Dalit Chatna Aur Ambedkar" at Ranchi Mahavidyalaya, Ranchi, 22nd to 24th February 2012.

➢ **Attended UGC sponsored International Seminar on** Nagarjun ke sahitya ka weshistya **and presented paper on** Dalit Chetna Aur Nagarjun**, 27**th **to 29**th **March 2012 at P.G. Deptt. S.K.M.University,Dumka**

➢ **Attended UGC sponsored International Seminar on** Sanskrit Wangmay main Wegyanik Tatwa **presented paper on** Vedik Sahitye Wegyanik Tatwam**, 11**th **to 13**th **September 2014.**

➢ **Attended UGC sponsored National Seminar on "The Contemporary Globalized Society of Inclusive Development: with special reference to Jharkhand, 12**th **and 13**th **February 2015.**

➢ Attended UGC sponsored **National Seminar** on " Wartman Samay main Sanskrit Shiksha ki chunouti" on 15th to 16th May 2012.

➢ Attended UGC sponsored **National Seminar** on "Role up management in Economic Development of Jharkhanda** on 16th to 17th March 2012.

➢ Attended UGC sponsored **National Seminar** on "Role up management in Economic Development of Jharkhanda** on 16th to 17th March 2012.

➢ Attended UGC sponsored **National Seminar** on "Human Rights and Environment Protection ** on 26th to 27th March 2012.

➢ Attended UGC sponsored **National Seminar** on "Empowerment of Tribal Women in India- An Emerging Challenges** on 14th to 15th July 2011.

➢ Attended UGC sponsored **National Seminar** on "Challenges Before Higher Education in India ** on 15th December 2011.

➢ Attended UGC sponsored **National Seminar** on "Philosophy of Matama Grandhi and Terrorism on ** on 14th to 15th March 2012.

➢ Attended UGC sponsored **National Seminar** on "Problem and Issues of Indian Women** on 28th to 29th April 2012.

➢ **Attended UGC sponsored National Seminar on "The Contemporary Globalised Society and Challenges of Inclusive Development of : With special Reference to Jharkhand.**

➢ **Attended UGC sponsored National Seminar on "The Contemporary Globalised Society and Challenges of Inclusive Development of : With special Reference to Jharkhand.**

- ➢ Attended UGC sponsored **National Symposium** on "Panchayti Raj and Women Empowerment** on 10th September 2011.
- ➢ Attended UGC sponsored **National Symposium** on " Sanskrit Sahitya main Manav Kalyana** on 19th and 20th March'2012.
- ➢ Attended UGC sponsored **National Symposium " Sanskrit Wangmay main Arthajan awam iski dharma sambadhata**** on 21st to 22nd February 2012

- ➢ **Attended UGC sponsored National Symposium on Sanskrit Sahitya main Manav Kalyan and presented paper on "Sanskrit Sahitya main Nari" 19th to 20th March 2012.**
- ➢ **Attended UGC sponsored National Seminar on "The Contemporary Globalised Society and Challenges of Inclusive Development of : With special Reference to Jharkhand.**
- ➢

Extra Curriculum Activities :

1. NSS Programme Officer- Three terms.
2. Attended Oriented Course
3. Attended Refresher Course
4. Attended National Integration Camp- 04
5. Athletic In- charge - Two terms.
6. Bursar - 23.08.1999 to 22.08.2002
7. Routine In-charge - 01.04.1979 to 16.03.1983.

Curriculum vitae

Dr. Mala Dwary

Asstt. Prof. (Temporary)
Department of Sanskrit
Rama Devi Bajla Mahila Mahavidyalay, Deoghar
814112, Jharkhand
S.K.M.University,Dumka

EDUCATIONAL QUALIFICATION

➢ M.A in Sanskrit, 2000,IInd class , S.K.M.University,Dumka
➢ Ph.D, "Wrihtriyi main Shlesh : ek Parishilan", 2012

CONFERENCE/SEMINARS/PUBLICATIONS

➢ Sribaidhyanathsanskritpustkalyen Samayojite 16 May to 14 June.
➢ Book Published : entitled " Sri Mahaluxmi manchitam - 2014, ISBN 978-93-5156-482-9.
➢ Book Published : entitled "Sri 2014] ISBN 978-81-929153-2-6.

PERSONAL PROFILE

➢ Date of Birth : 07/05/1976
➢ Father's Name : Sri Umesh Dutt Dwary
➢ Mother's Name : Smt. Sulochana Devi
➢ Address: R.L.Sarraf Road, B.Deoghar
➢ Mobile: 8757695954-

NAAC - SELF STUDY REPORT

I do hereby declare that all the facts mentioned above are true to the best of my knowledge.

Mala Dwary

CURRICULUM VITAE

Dr.Punit Kaur Saluja

Official Address :

Dr.Punit Kaur Saluja

Assistant Professor

Department of Hindi

R.D.Bajla Mahila Mahavidyalaya, Deoghar
Jharkhand-814112
Email: saluja.puneetkaur@gmail.com
Mobile No.-9470186885

Residential Address :

C/O Sri Ram Prawesh Ram

Bopass Town , B.Deoghar

Date of Birth : 10.01.1973
Date of Joining: 03.03.2008

Academic Qualification:

- *NET- Qualified in the year of 1999(Snk).
- *JRF- Awarded in the year of 1999
- *NET- Qualified in the year of 2005(Hn).
- *Ph.D- Ph.D. awarded in the year of 2003 from V.B.U. Hazaribag for the topic- "Guru-Granth Sahib Mein Vedant Ki Bhumika".
- *M.A- Snk , Ist Class, 1997, V.B. University, Hazaribag.
- M.A-Hn , Ist Class, 2002, V.B. University, Hazaribag.
- *B.A(Hons.)- Snk ,Ist Class,1995, V.B.University .Hazaribag.
- *B.Ed.- 2006,Psssed with Distinction from V.B.University, Hazaribag.

Teaching Experience

- *Teaching experience from 19th Feb 2001 to 08 Dec'2003 in PG department of Sanskrit V.B.University, Hazzaribag as research scholar under UGC Programme.

- *Presently after getting selection through JPSC in the year or 2008 teaching at R.D.B.M.Mahavidyalaya , Deoghar, S.K.M.University, Dumka Jharkhand from 3rd March 2008 onwards as Assistant Professor of Hindi.

Mahavidyalaya Administrative Experiences

- Member NSS Committee.

Career Advancement Courses:

- *Attended Orientation Programmed which was organized by UGC Academic Staff Mahavidyalaya, Ranchi University, Ranchi from 04th Nov 2009 to 01st Dec 2009.
- *Attended Refresher programme which was organized by UGC Academic Staff Mahavidyalaya Ranchi University, Ranchi from 8th July to 28th July 2010.

Extra Curriculum Activities

- *Worked as NSS Programmer officer at R.D.B.M.Mahavidyalaya from 1st July 2008 to 30 June 2011 again August 2011 to 01 August 2011.
- *Presently I am working as a sports officer from 15.07.13.

Achievements:

➢ Nominated as a student of M.A Sanskrit as the member of Senate of V.B.University Hazaribag in 1997.

Conference and Seminar :

➢ UGC sponsored National Seminar : On water pollution and its recent challenges , Organised by deptt. of Chemistry , S.K.M.University,Dumka (April 2011)

➢ UGC sponsored Nation Seminar : "Challenges before Higher Education in India", Organised by P.G.Department of Political Science , S.K.M.University,Dumka (15.12.2011)

➢ UGC sponsored Nation Seminar : Rastriya Seminar Hindi Vibhag, Oriental Mahavidyalaya, Patna City, 6-7 July 2013

➢ P.G. Department of Hindi, V.B. University, Hazaribag, 16 - 17 March, 2012.

➢ Hindi Sahitya main Dalit Chetna, Ranchi Mahavidyalaya, Ranchi - 22 to 24 Feb., 2012, International Seminar.

➢ Nagurjun ki sahitya ka vastiya 27 to 29 March 2012, International Seminar

➢ An Interdisciplinary National Seminar on Hundered Yars of SATYAGRAHA . 2ND AND 3RD October 2012. S.S.L.N.T.Mahila Mahavidyalaya , Dhabad.

Punit Kaour Saluja

CURRICULUM VITAE

Dr. Shyama Kumari Jha

Asstt. Prof. (Temporary)
Department of Hindi
Rama Devi Bajla Mahila Mahavidyalay, Deoghar
814112, Jharkhand
S.K.M.University,Dumka

EDUCATIONAL QUALIFICATION

➢ M.A in Hindi, 1997,IInd class , S.K.M.University,Dumka
➢ Ph.D, "Mahadevi ke Abhivanjana kosal main chyan ka ek adhyan,

PUBLICATIONS

➢ Book Published: entitled " Mahadevi ke Abhivanjana kosal main chyan ka ek adhyan "] Samtiksha Publication New Delhi , 2016.

PERSONAL PROFILE

➢ Date of Birth : 05/04/1974
➢ Father's Name : Late Shayam Narayan Mishra
➢ Mother's Name : Smt. Lalita Devi
➢ Address: Chakravorty Lane, B.Deoghar, Jharkhand .
➢ Mobile: 9939468067

I do hereby declare that all the facts mentioned above are true to the best of my knowledge.

Shyama Kumari Jha

CURRICULAM VITAE

Dr.Usha Basuri

GENERAL INFORMATION

Name of the teaching Staff	:-	Dr. Usha Basuri (H.O.D.)
		Dept of Bengali
Designation	:-	Assistant Professor
Academic Qualification	:-	M. A. Ph.D "Rabindra Sahitye Parush"
Area of Interest	:-	Novel, Drama, Short Story
Date of Birth	:-	20.01.1954
Date of Appointment	:-	29.02.2008
Date of Joining	:-	01.03.2008
Address (Office)	:-	R. D. B. M. College Castair Town,
		Deoghar (Jharkhand)
		Pin Code – 814112
Permanent Address	:-	Dr. Usha Basuri
		C/O – Prof. (Dr.) A. S. Basuri
		Village – Kerukocha
		P.O. – Mural
		District – East Singbhum, (Jharkhand)
		Pin Code – 832301

NAA - SELF STUDY REPORT

TEACHING

Course Taught   : Under Graduate

Teaching Experience   : 08 Years

Class Assignment   : 22 Classes Per Week

Other Assignments (Mahavidyalaya): Paper setting, Examination Controller, Invigilation, Internal evaluation(Head Examiner), Sports Incharge, Cultural Programme Officer.

Other Assignments (Uni.): Paper Setting, Examiner of Evaluation Centre.

ADMINISTRATIVE EXPERIENCE

- Head Examiner appointed by JAC, Ranchi (23.01.2011)
- Examination Controller (19.05.2011)
- Paper setter appointed by S. K. M University, Dumka 2012- 15
- Examiner appointed by S. K. M University, Dumka 2012- 15
- Cultural Committee.
- Library In charge (Faculty of Humanities)

AWARDS & HONOURS

- Ph.D
- M. A. Ist Class First
- B. A (Hons.) Ist Class First

MEMBERSHIP OF PROFESSIONAL ORGANIZATIONS

- Life member of (I.C.B.S.) "International congress of Bengal Studies" (22 November, 2013)
- Life member of "Nikhil Bharat Banga Sahitya Sammelen" (16.06.2014)
- Life member of "KOLKATA SOCIETY FOR ASIAN STUDIES (03.06.2015)

Appointed Resource person in Azad Hind Fouz Smrity Mahavidyalaya Domjur, Howrah in collaboration with Dr. Kanailal Bhattacharya College Ramrajatala, Howrah at National Seminar " Protest in various aspects in Bengali Drama" on 9 to 10 October, 2015 and Chaired the paper presentation session on 10th October, 2015.

PARTICIPATION IN COURSES

Sl. No.	Participation in Courses	Date	Organization
1	UGC.SPONSORED 59TH ORIENTATION	05.07.2010 to 01.08.2010	UGC – ACADEMIC STAFF COLLEGE,RANCHI

	PROGRAMME		UNIVERSITY, RANCHI
2	UGC.SPONSORED REFRESHER COURSE	December 03 to December 22, 2012	ACADEMIC STAFF COLLEGE UNIVERSITY OF CALCUTTA
3	UGC.SPONSORED REFRESHER COURSE	March, 30 to April 22, 2015	ACADEMIC STAFF COLLEGE UNIVERSITY OF CALCUTTA

PARTICIPATION IN NATIONAL SEMINAR
"TRANSLATION THEORY AND PRACTICE" One day Symposium organised by Sahitya Akademi in Association with Rama Devi Bajla Mahila Mahavidyalaya Deoghar on 12th Nov'2014.

Attended and presented papers in national and international seminar / conference / in workshop.

Sl. No.	Title of the Paper	Organizer	Date
1	Rabindranather Sesh Saptak	UGC sponsored National Seminar, JAMESHDPUR WOMEN'S COLLEGE janmo sardha shatabarse sristikar Rabindranath A constituent autonomous college of the Kalhan University	5th – 6th May, 2011
2	Rabindranath O Loksahitya	UGC sponsored paschimbanga Bangla Akademi with Raja Narendra Lal Khan Mahavidyalaya, Vidya Sagar University.	19th August, 2011
3	Rabindranath in the 21st Century	Sido Kanhu Murmu University, Faculty of Humanities Department of Bengali, Dumka	13th Sept., 2011
4	Capacity Building of Women Managers in Higher Education, Sensibility / Awareness / Motivation Workshop	UGC Sponsored Sido Kanhu Murmu University, Dumka (Jharkhand)	11th – 15th Nov., 2011
5	Tagorean Concept of Library and services	UGC sponsored national seminar Central Library K. D College of Commerce & General Studies Midnapore paschim Medinipur, West Bengal in Collaboration with Bengal	16th – 17th December, 2011

		Library Association, Paschim Medinipur District Committee.	
6	Vivekanander Dharma Chinta	UGC, Sponsored national seminar, Department of Bengali R.S.P College, Jharia, Dhanbad.	29th – 30th January, 2012
7	Bangla Sahityame Dalit Chetna	Viswavidyalaya Anudan Ayog dwara Bitta Sanposita Tridibosiyo Antarastriyo Sangosthi.	22 – 24 Feb., 2012
8	Darshinik Rabindranath	7th Annual Conference- 2012, Bharatiya Mahila Darshanik Parishad, K. B. Women's College, Hazaribag, (Jharkhand)	16th - 18th March, 2012
9	Sardha Satatama Barser Aloke Swami Vivekananda	UGC sponsored national seminar, Department of Bengali. Vidyasagar University, Medinipur, West Bengal.	28, 29 & 30 March, 2012
10	Rabindrasahitye Byaktittomoyee Naree	Union Club Library ebong Desh-Bidesher Viswavidyalayer Rabindra Bishesagya Odhyapak O Odhyapikaganer Sakriya Sahayogitay Viswabanga Sahitya O Sanskriti Sammelan (Ranchi Shakha) Ayojito Jatiya Alochanachakra 'Rabi Pronam'	8, 9 & 10 April, 2012
11	Rabindranather Upanyase Samakalin Bangladesh	UGC sponsored International Seminar, Department of Bengali, Ranchi University, Ranchi	19 – 20 April, 2012
12	Sardhoshatobarsher Aloke Upendrakishor Roychowdhury	Viswavidyalaya Manjuri Ayoger Orthanukulye Jatiyo Alochanachakro Bangla Bhasa O Sahitya Bibhag, Vidyasagar Viswavidyalaya Medinipura West Bengal.	8th Feb., 2013
13	Vedantic Philosophy and Vivekanand's Educational Thought	UGC sponsored Two-Day national seminar, Central Library, K. D College of Commerce & General studies in collaboration with Bengal Library Association, Paschim Medinipur District Committee.	22 – 23 March, 2013
14	Vivekananda	UGC sponsored national seminar,	8 – 9 July,

	Darshan Aur Bharatiya Naribad	Deoghar College, Deoghar (S. K. M. University, Dumka)	2013
15	Onubade Rabindranath	UGC sponsored one day state level seminar, Department of Sanskrit, Hindi, Bengali and English, Bethune College Kolkata in collaboration Department of English, Bidhannagar Government College, Kolkata.	24th Sept., 2013
16	Anukulchandra Thakurer Bani O Rachanar Sahityik Mulya	Tritiyo Antorjatik Bangavidyasammelan 2013(I.C.B.S)	3 – 6 Aghrayan, 1420
17	Bangla Upanyase Sampratik Probonata	National Seminar on Contemporary Trends in Indian Literature, Department of Bengali Visva Bharti.	20 – 21 Jan., 2014
18	Bangla Natoker Swarnoyug O Parabortikaler Bangla Natak	UGC sponsored Internation Seminar, Department of Bengali Rabindra Bharti University, Kolkata	4 – 5 March, 2014
19	Bharatiyo Sahitya Par Bangla Sahitya Ka Probhab	Akhil Bharatiyo Sahitya Parishad, Keshab Kunj, Jhandewalan Paharganj, New Delhi – 110055	13 – 14 Nov., 2014
20	Bharat Barse Manobatabad	International Seminar & workshop organized by dept. of Bengali (P.G) Egra Sarada Shashi Bhusan College in collaboration with Shakeshpear Society of Eastern India. Seminar : Contribution of Humanity to Develop Society & Culture Workshop : Developing Creative Potential Through Theatre and Performance.	14 – 15 Jan., 2015
21	Deshbhag O Bangla Natak	Department of Bengali Digboi Mahila Maha Vidyalaya, Digboi, Sponsored to U.G.C	12th to 13th Feb. 2015
22	Bangla Pratibadi Natak O Tulsi Lahiri	Dept. of Bengali, Azad Hind Fouz Smriti Maha Vidyalaya, Domjor Howrah, (W. B)	9th – 10th Oct., 2015
23	"Glimpses of Life and Society of Aborigines in Bengali Literature"	Tokyo University of Foreign Studies, Tokyo, Japan	12th – 13th Dec., 2015

24	Swami Vivekander Sahitya Chinta O Bangla Rachana	WORLD THINKERS' AND WRITERS PEACE MEET International Society for Inter Cultural Studies and Research, Kolkata, India	27th – 31st Dec., 2015

LIST OF PUBLICATIONS

Sl. No	Name of the Article	Ist Publication	Published in
1	Bichitro Prosanggo	2006	Suhrid Publication, College Square (west), Kolkata 73
2	Rabindro Sahitye Purush	2011	Shree Parthoprotim Dutta Kattrik Prokashito Ebong Rayale Halfone Co. 4, Sarkar By Lane, Kolkata 700007 theke Mudrito. ISBN : 81-9215-19-6-0
3	Rabindra Sahitye Kaekti Dik	February, 2014	Shree Partoprotim Dutta Kattrik Prokashito, Kolkata. 700007 ISBN : 978-93-83463-12-1
4	Bibhuti Bhusaner kackti nirbachita galpa (edited)	2016	The book is in Press.
5	'Rabindranath Amader Sanskritik Uttaradhikar' Rabindranath Lokssahiya	2012	The book has been with the financial assistance of UGC (UGC sponsored national seminar) ISBN: 978-93-81245-11-8
6	'Vivek Chinta' Adhyattik Manabatar Murtorup:	May, 2012	Subhankar Dey, Kamalini Prakashini Bibhag, 13 Bankim Chatterjee Street, Kolkata 73 ISBN : 978-93-81687-23-9 (UGC sponsored national seminar)
7	'Tagorean Concept' Rabindranather Bhabnay Library on Library Activities and Services	2013	Prof. Bibekananda Das Mahapatra, Teacher in Charge on behalf of the K.D.College of Commerce & General studies, Midnapur (UGC sponsored national seminar) ISBN: 978-81-923636-0-8
8	'Sahitika' Upendrakishore	2013	Dr Goutam Mukherjee, Doranda College, Ranchi ISSN: 2347-2928

	Roychowdhurir Sishu O Kishor Sahitya.		
9	'Damini' Jharkhander Adibasi Naree O Bangla Sahitye Adibasi Samaj	2014	Antorjatik Naree Dibas (8th March, 2014) Prokashak – Raja Bhanja Chowdhury ISBN: 978-93-82304-38-8
10	Panchajanna (Bharatbarse Manabatabad)	21st March, 2015	Research Journal, Dept of Bengali (P.G.) Egra S. S. College, Vidyasagar University, Bangio Sahitya Samsad. ISBN : 978-93-83590-75-9
11	Influence of Vivekanda's Philosophy on stress and Time Management of Library Professional	2015	Prof. Bibekanand Das Mahapatra, Teacher in Charge of behalf of the K.D. College of Commerce & General Studies, Medinipur (UGC Seminar). ISBN: 978-81-923636-24

RESEARCH JOURNAL

11	Bangla Sahitye bismrita koyekjan Lekhak O Lekhika	2015	Research Journal Vol, XIX ISSN: 2454-3977 Department of Bengali, Ranchi University, Ranchi Jharkhand, India

Dr.Usha Basuri

CURRICULUM VITAE

Dr. RITA ROY

M.A. (Eng.) Ph.D.
PGDTE, CIEFL (Hydrabad)
Associate Professor & Head
Deptt. of English, R.D.B.M. Mahavidyalaya,
Deoghar.
S.K.M. University, Dumka
Jharkhand (India)

Professional Experience :

➢ March 1983 - Feb. 2012
Associate Professor, Department of English, R.D.B. Mahila Mahavidyalaya, B. Deoghar
S.K.M. University, Dumka, Jharkhand (India)

➢ Feb. 2012 - 2014
Head, P.G. Deptt. of English,
S.K.M. University, Dumka, Jharkhand (India)

➢ Feb. 2014 - present
Deptt. of English, R.D.B.M. Mahavidyalaya, Deoghar
S.K.M. University, Dumka, Jharkhand (India)

Educational Qualification :

➢ Doctor of Philosophy (English)
Bhagalpur University, Bhagalpur, Bihar, October 1988.
Title of Thesis : D.H. Lowrence's studies in classical American Literature
A critical appraisal.

➢ Post Graduate Diploma in the teaching of English (PGDTE)
Administered by Central Institute of English & Foreign Languages,
Hyderabad, 1990 *(PGDTE is equivalent to two refresher Course vide UGC D.O.*
No. F.6/90 (asc) Dated Sept, 1993.)

NAA - SELF STUDY REPORT

- Post Graduate Certificate in the Teaching of English : (PGCTE)
  Administered by Central Institute of English & Foreign Languages,
  Hyderabad, 1988
- Master of Arts (English) : (M.A.)
  Graduated in First Class from Bhagalpur University, Bihar : 1979
  Special Paper : American Literature
- CCA - Oxford Computer Saksharta Mission - 2007 - A+

Administrative Experience :

- Bursar
- Ass. Controller of Examination
- Routine-in-charge.
- Head, P.G. Deptt. of English, S.K.M. University, Dumka, Jharkhand

Awards & Honours :

- State Merits Scholarship, 1971-73
- National Merit Scholarship, 1973-75
- Third Rank of Merit in the University in Intermediate of Arts.
- Fourth Rank of Merit in the University in Bachelor of Arts.
- Third Rank of Merit in the University in Master of Arts.

Membership of Professional Organizations :

- Life Member of the American Studies Research Centre, Hyderabad, India.
- Life Member of Indian Association for American Studies.
- Life Member of Indian Society for Commonwealth Studies.
- Member of Indian Association of English Studies.
- (5)   Member, Teachers of English to speakers of other Languages (TESOL)
           Alexandria, Virgina, USA.
- Member, Sahitya Akademi, National Academy of Letters, New Delhi.

Courses & Conference Attended :

- American Civilization Course :
           Administrated by American Studies Research Centre, Hyderabad in 1991
- U.G.C. Refresher Course

  (a)   Refresher Course in Linguistics at Central Institute of English & Foreign Languages (CIEFL), Hyderabad in February, 1994.

  (b)   Refresher Course in Linguistics at Central Institute of English & Foregin Languages (CIEFL), Hyderabad in September, 1994.

- 21st Annual Conference of Indian Association of American studies March 2 to 4, 1987 at Poona.
- 22nd Annual conference of India Association of American Studies - February 22 to 24, 1988 at Rajgir. Presented Paper entitled American Fiction what D.H. Lawrence perceived in his book "Studies in classic American Literature".
- 6th International Commonwealth Studies conference at S.N.V.Mahavidyalaya, Hyderabad from 4 to 6, Oct., 1993. Presented paper entitled "Sense & Sensibility of women characters in the novels of Anita Desai."

- U.G.C. Sponsored National Seminar on "Swami Vivekananda And Today's India" at Department of Bengali, R.S.P. Mahavidyalaya, Jharia, Dhanbad from 29th-30th January 2012. Presented paper entitled "Religion And Vivekanand".
- U.G.C. Sponsored Seminar on "New Trends In English Studies" at University Department of English, Sido-Kanhu Murmu University, Dumka, Jharkhand from 7th to 8th September 2012. Presented paper entitled "Expression to the Long-Smothered Wail of a Lacerated Psyche in Anita Desai's Novels".
- Directorate of Training and Placement Faculty Development Programme on "Participative Management in University Administration" at Sido-Kanhu Murmu University, Dumka Jharkhand from 9th to 10th July, 2013.
- Organised U.G.C. Sponsored National Seminar in University Department of English, Sido-Kanhu Murmu University, Dumka, Jharkhand as Convener, on "New Trends in English Studies" from 7th to 8th September, 2012.
- Organised one day Symposium on "Translation Theory and Practice" by Sahitya Akademi in Association with Rama Devi Bajla Women's Mahavidyalaya, Deoghar, at Deoghar on 12th November, 2014.

Grants awarded :

Teacher Study Grants (TSG) - awarded by American Studies Research Centre, Hyderabad in May 1991 for "The Pastoral convention in the Writings of Paul Lawrence, Dunbar & Langston Hughes."

Presentations :

- Rita Roy, "American Fiction : What D.H. Lawrence perceived in his book "Studies in classic American Literature" Indian Association for American Studies conference, Patna University, Patna, India, February 22-24, 1988.
- Rita Roy, "Mulk Raj Anand : "The propagator of downtrodden", Indian society for commonwealth studies conference, S.K. University, Anantapur, Andhra Pradesh, India, March 22-24, 1990.
- Rita Roy, "W.B. Yeats and his Romanticism", Seminar on Literary Interpretation, Department of English, Feroz Gandhi Mahavidyalaya, Rai Bareilly, U.P. India, April 24-25, 1991.
- Rita Roy, "Pastoral tradition in the writings of Paul Laurence Dunbar and Jean Toomer," presented at American Studies Research Centre, Hyderabad, India, June 11, 1991.
- Rita Roy, "Sense and sensibility of women characters in the novels of Anita Desai," 6th International commonwealth studies conference at Sarojini Naidu Vanita Mahavidyalaya, Dept. of English, Hyderabad, October 4-6, 1993.
- Rita Roy, "Religion And Vivekanand," UGC sponsored National Seminar on "Swami Vivekanand and Today's India" on occasion of 150 years Birth Anniversary of Swami Vivekanand at R.S.P. Mahavidyalaya, Jharia, Dhanbad, Jharkhand, January-29-30, 2012.
- Rita Roy : "Expression to the long-smothered wail of a lacerated psyche in Anita Desai's Novels", UGC sponsored National Seminar on 'New Trends in English Literature' at University Department of English Sido Kanhu Murmu University, Dumka, Jharkhand, September 7-8, 2012.

Publications :

- Pastoral in the era of Harlem Renaissance : Rita Roy, The Purvanchal Journal of Human Relations Vol. I, July 1993.
- Anand : A crusador for the Underdog : Rita Roy, The Purvanchal Journal of Human Relations Vol. III, June 1994.
- W.B. Yeats and His Romanticism : Rita Roy - Indian Journal of Human Relations Vol. 29-30, 2006.
- Book Review : P.V. Dhamija's "The Encounter" : Rita Roy, The commonwealth Review Vol. V. 1993-94, No. 1.
- D.H. Lawrence : A critical study : Rita Roy - Indian Journal of Human Relations Vol. 33, 2008.
- Religion and Vivekanand : Rita Roy, Vivek Chinta; An exclusive Book in Tri-lingual version on Swami Vivekanand, 13, Bankim Chatterjee Street, Kolkata, May, 2012 (ISBN : 978-93-81687-23-9)
- "Exploration of Feminine Sensibility of the Inner Workings of the Mind of the Characters of Anita Desai" : Rita Roy, Indian Journal of Human Relations Vol. 41, 2012.
- "Expression of the Long-Smothered Wail of a Lacerated Psyche in Anita Desai's Novels". Atlantic Critical Review, April - June 2013, Vol. 12, No. 2.
- "Religious Movement in America" : Rita Roy, Indian Explorer of Social Sciences and Humanities. Vol. 3-4, 2013.

Appointed Examiner and Resource Person :

➢ Appointed a member of the Board of Examiners to conduct the Doctor of Philosophy Examination in the Faculty of Humanities (English) of Shakila Kumari as External Examiner. The title of the Thesis is "Acquisition of Speech Proficiency through the Applied Linguistics" at Department of English, Patna University, Patna, Bihar on 6th May, 2013.

➢ Appointed Resource Person in the One Day National Seminar on "Universal Humanism in Litreture at Department of Bengali, Lady Keane Mahavidyalaya, Shillong on 23rd August 2014 at Lady Keane Mahavidyalaya, Shillong.

Dr. Rita Roy

CURRICULUM VITAE

Jugnu Kumari Singh

Asstt. Professor

Dept. of English

R.D.B.M.Mahavidyalaya, Deoghar

EDUCATIONAL QUALIFICATON

- Master of Arts in English with IInd class in the year of 1999.
- B.Ed. (English) SKMU, Dumka qualified in the year of 2007, Ist class with Gold Medal.
- JET qualified in the year of 2007.

PERSONAL PROFILE

- Date of Birth 05 January 1976
- Date of Joining 10.07.1915 at R.D.B.M.Mahavidyalaya,Deoghar
- Language known- Hindi, English, Bhojpuri

PRESENT ADDRESS

- H/o Rajendra Prasad
  SubhashChowkMahavirDham
  Castair Town, B.Deoghar
  Email: anmolkanmol@gmail.com

Jugnu Kumari Singh

CURRICULUM VITAE

Dr. Shesha Nath Rai

Father's Name : Late Radha Mohan Rai

Address : Associate Professor and Head of the Deptt of Political Science, R.D.B.M.Mahavidyalaya, Deoghar

Date of Birth : 01.08.1952

Permanent Address : Dr. Shesha Nath Rai

Castairs Town

Haricharan Mookherjee Road, B.Deoghar

Moble: 9431783931

Educational Qualification :

Exam Passed	Name of Board/ University	Passing Year	Division
Matriculation	BS.S.E.Borad, Patna	1968	Ist
I.Sc.	Magadh University	1970	IInd
B.A.(Hons)	Magadh University	1972	2nd with Distinction
M.A.	Magadh University	1976	Ist Class
Ph.D.	Magadh University	1981	"The Non-Aligned Diplomacy of Pt. Jawahar Lal Nehru

NAA - SELF STUDY REPORT

Publication :

Sl.No.	Journals	ISSN No.	Topic	Year
01	Democratise	0970-7751	A study of ruler development programmes in Bihar: A reflection.	1995-2000
02	Democratise	0970-7751	Politics and coalition government in India an over view.	1991
03	The Provancal Journals of Human relations	0974-1089	Impact of non aligned diplomacy .	1994
04	Bhartya samajik Vigyan and manviki anveshika	2320-2963	Rajniti aur vegyanik vikash ka antersambndh	2012

Seminar: National and International :

- Challeges before higher education in India 2011.
- International Seminar "Nagaurjun ke sahitya ka 2012-

Nos. of Ph.D.Guided   : Five Candidates result has been published and four candidates are working under my supervision.

Date of Joining   : 30.08.1978

Date of Promotion as a Reader : 22.12.1986 (Merit promotion)

Administrative Experience   : Controller of Exams in Mahavidyalaya and Routine Incharge, Bursar and sometimes incharge of the Mahavidyalaya, HOD, PG, Deptt. of Pol.Science and DSW in S.K.M.University, Dumka

Extra Curricular Activities   : Five Articles have been published and two is about to publish.

Note: My promotion of Professor from 30.08.94 is pending in University due to screening as yet.

Shesha nath Rai

CURRICULUM VITAE

Prakash Chandra Das

Official Address :

Prakash Chandra Das
Assistant Professor
Department of Political Science
R.D.Bajla Mahila Mahavidyalaya, Deoghar
Jharkhand-814112
Email: pcdas.deoghar@gmail.com
Mobile No.- 9006070520

Residential Address :

C/o R.N.Singh
Bompass Town B.Deoghar
near Shiv mandir Gali

Date of Birth : 15.08.1976
Date of Joining: 01.03.2008

Academic Qualification:

➢ *JET- Qualified in the year of 2007
➢ *M.A- Political Science , Ist Class, 1999, Patna University, Patna , Bihar
➢ *B.A(Hons.)- Political Science ,Ist Class,1996, St. Colmbas Mahavidyalaya, V.B.University .Hazaribag.
➢ *B.Ed.- 2006,Psssed with Distinction from Govt. T.T.Mahavidyalaya, V.B.University, Hazaribag.

Teaching Experience

*Presently after getting selected through JPSC in the year or 2008 teaching at R.D.B.M.Mahavidyalaya , Deoghar, S.K.M.University, Dumka Jharkhand from 1st March 2008 onwards as Assistant Professor of Political Science.

Mahavidyalaya Administrative Experiences

1. Mahavidyalaya Nodal Officer for AISHE (All India Survey on Higher Education)
2. Member Development Committee.
3. Member NSS Committee.
4. Member Sports Committee.
5. Co-ordinator or intermediate Commerce Evaluation 2015.
6. Mahavidyalaya Co-ordinator of RUSA (Rashtriya Uchchatar Shiksha Abhiyan)
7. Member of Mahavidyalaya Admission Committee.
8. Organizing Secretary UGC sponsored National Seminar.

Career Advancement Courses:

- *Attended Orientation Programmed which was organized by UGC Academic Staff Mahavidyalaya, Patna University, Patna from 22nd July to 18th Aug.2009.
- *Attended Refresher programme which was organized by UGC Academic Staff Mahavidyalaya Ranchi University, Ranchi from 8th July to 28th July 2010.
- *Attended refresher course in "Political Science" organized by UGC Academic Staff Mahavidyalaya Ranchi University , Ranchi from 02.08.11 to 22.08.11.

Extra Curriculum Activities

➢ Actively participated as counsellor in career counselling Programmes organized by PRABHAT KHABAR a daily Hindi News paper.
➢ Organised various Quiz, Debate and other Govt. sponsored programme in the Mahavidyalaya.
➢ Member of Social Impact assessment of Land Acquisition, Major Research .
➢ Member of IPSA (Indian Political Science Association) life membership no.2687.

NAA - SELF STUDY REPORT

- ➢ Life member of Journal for social development A quarterly of ISDR. Life membership no.62.
- ➢ Life member of ANUSANDHANIKA Research Journal of Social Science & Humanities.
- ➢ Life of review of Politics A-Bi-Annual Journal V.K.S. University Ara-Bihar.

Publication:

1. Indian Journal of Human Relations- ISSN No.0974-1089, Vol.37, 2010

Sl.No.	Journals	ISSN No.	Topic	Year
01	Indian Journal of Human Relations	0974-1089, Vol.37	Sarwjanin Vaisk matadhikar ek avlokan	2010
02	Human Rights Initiative	0975-0541-Vol-2	Manvadhikar and Shiksha	2010
03	Bihar ka arthik paridrisya smajik manviki and paryawarn sodh patrika	0974-9969-vol-5	Kendra aur rajoyn kai bich vidya sambadh ek mulankan	2011
04	Review of Politics	0972-1436-vol-XIX	Ahinsha aur gandhi	2011
05	ANUSADHANIKA	0974-200X Vol-X	Bharat Main Nayayik purnervilokan	2012
06	Journal for Social Development A quarterly of ISDR	0975-0142 Vol-3	Bhart Main dal badal ki rajniti	2011
07	KASHI JOURANAL OF SOCIAL SCIENCES	2249-037X Vol-3	Vartman paripakshiya gut nirpatya andolan ki prasngikta	2013
08	TRIBAL SOCIETY OF INDIA	ISBN-978-81-9239 84-1-9 First Edition	The Problem of Land Alienation in Tribal Society	2012
09	Higher Education in	978-93-	Higher	2015

	India : Problem and Prospects	81842-60-70	Education of Women in India	

Conference and Seminar :

- UGC sponsored National Seminar : Relevance of Swami Vivekananda's Thought in the Present day, Organised by Deoghar Mahavidyalaya, Deoghar , S.K.M.University,Dumka (08 to 09 July 2013)
- UGC sponsored National Seminar : "Challenges before Higher Education in India", Organised by P.G.Department of Political Science , S.K.M.University,Dumka (15.12.2011)
- UGC sponsored Nation Seminar : Human Rights and Environment Protection, Organised by Godda Mahavidyalaya, Godda , S.K.M.University,Dumka (26 to 27 March 2012)
- UGC sponsored Nation Seminar : Social Justice in India-Reality and Challenges, Organised by Department of Political Science , Ranchi University, Ranchi (25 to 26 Feb 2012)
- UGC sponsored Nation Seminar : The Contemporary Globalized Society & Challenges of inclusive Development: with special reference to Jharkhand , Organised by P.G.Deptt. of Political   Science   ,   S.K.M.University,Dumka   in   joint   collaboration   with R.D.B.M.Mahavidyalaya, Deoghar & A.S.Mahavidyalaya, Deoghar (12 -13 Feb 2015)
- UGC sponsored Nation conference: on Problems and issues of Indian women (Inter disciplinary) , Organised by Women cell , S.K.M.University,Dumka (28 to 29 April 2012)
- UGC sponsored Nation Seminar : Problems of working poor in India with special reference to backward Economies like Jhakrhand , Organised by P.G.Department of   , S.K.M.University,Dumka (19 to 20 March 2012)

Prakash Chandra Das

CURRICULUM VITAE

Dr. Kishlay Sinha

Official Address :

Dr. Kishlay Sinha

Assistant Professor

Department of Political Science
R.D.Bajla Mahila Mahavidyalaya, Deoghar
Jharkhand-814112
Email: dr.kishlaysinha111@gmail.com
Mobile No.-9308729674

Residential Address :

Ishaan Green Apartment
Flat No. 205
Shital Mallick Road, Bilasi, Deoghar
Pin- 814112
Date of Birth : 23.02.80
Date of Joining: 03.03.2008

Academic Qualification:

- ➤ *Ph.D. , Patna University Patna, Bihar 2007,Bihar main sansadyae chunow 1999, Ara Lok Sabha Chatra kai sandrav main. *M.A- Political Science , Ist Class, 2001, Patna University, Patna , Bihar
- ➤ *M.A- Labour and Social Welfare, Ist Class, 2003, Patna University, Patna Bihar
- ➤ *B.A(Hons.)- Political Science ,Ist Class,1999, Patna Mahavidyalaya, Patna University .Patna .

Academic Distinction:

- *Selected for Award JRF-NET, 2005
- *Topper of Patna University, Patna in M.A having secured first Class first and received gold medal award.
- *Secured Ist class IIIrd position from Patna University in B.A Hons, Political Science.
- *Selected for award SLET-2004.

Teaching Experience

- ➤ *Presently after getting selection through JPSC in the year or 2008 teaching at R.D.B.M.Mahavidyalaya , Deoghar, S.K.M.University, Dumka Jharkhand from 3rd March 2008 onwards as Assistant Professor of Political Science.
- ➤ Teaching experience from Dec'2005 to April'2006 in UG and PG department of Political Science, Patna Mahavidyalaya, Patna as research Scholar under UGC Prgramme.

Mahavidyalaya Administrative Experiences

1. Examination Controller since 06.07.11 to 18.02.14
2. Bursar since 28.02.14 onward.
3. Vice President of Mahavidyalaya Athletic Union since 02.12.08 to 04.07.11.
4. Member of Mahavidyalaya Development Council.
5. Nodel Officer concerning UGC work of the Mahavidyalaya since 01.08.2015.
6. PIO of the Mahavidyalaya since 28.02.14 onward.

Career Advancement Courses:

- ➤ *Attended Orientation Programmed which was organized by UGC Academic Staff Mahavidyalaya, Patna University, Patna from 22nd July to 18th Aug.2009.
- ➤ *Attended Refresher programme which was organized by UGC Academic Staff Mahavidyalaya Ranchi University, Ranchi from 8th July to 28th July 2010.
- ➤ *Attended refresher course in "Political Science" organized by UGC Academic Staff Mahavidyalaya Ranchi University , Ranchi from 30.09.12 to 20.10.12.

Extra Curriculum Activities

NAA - SELF STUDY REPORT

1. Actively participated as counsellor in carrier counselling Programmes organized by PRABHAT KHABAR a daily Hindi News paper.
2. Organised various Quiz, Debate and other Govt. sponsored programme in the Mahavidyalaya.

Publication:

Sl.No.	Journals	ISSN No.	Topic	Year
01	Review of Politics	0972-1436	Bihar main congress aur kishan andolan	Jan-June'2007
02	Ideal Research Review	0973-0583	Mahilawn ki sambedanik aur estiti	Dec'2006
03	Human Right Initiative	0975-0451	Manav Adhikar aur samajik naya ki samistika	July -Dec 2009
04	Vichar Bodh	PT-287	Mahatama Gandhi ki rajniti vicharo ki Prasangita	Jan to June 2007
05	Human Relation	0974-1089	Udarikaran ki dor main gandhiwadi artihik niti	2012
06	Bihar Journal Public Administration	0974-2735	Dominance of Unitary trends in Indian Federalism	Jan -June 2012
07	Higher Education in India: Problem & Prospect	978-81-909350-8-1	Bhrat main uchhi shiksta samasya ka samadan	2011

Conference and Seminar :

- UGC sponsored National Seminar : Relevance of Swami Vivekananda's Thought in the Present day, Organised by Deoghar Mahavidyalaya, Deoghar , S.K.M.University,Dumka (08 to 09 July 2013)
- UGC sponsored National Seminar : "Challenges before Higher Education in India", Organised by P.G.Department of Political Science , S.K.M.University,Dumka (15.12.2011)
- UGC sponsored National Seminar : Human Rights and Environment Protection, Organised by Godda Mahavidyalaya, Godda , S.K.M.University,Dumka (26 to 27 March 2012)
- UGC sponsored National Seminar : Social Justice in India-Reality and Challenges, Organised by Department of Political Science , Ranchi University, Ranchi (25 to 26 Feb 2012)
- UGC sponsored National Seminar : The Contemporary Globalized Society & Challenges of inclusive Development: with special reference to Jharkhand , Organised by P.G.Deptt. of Political Science , S.K.M.University,Dumka in joint collaboration with R.D.B.M.Mahavidyalaya, Deoghar & A.S.Mahavidyalaya, Deoghar (12 -13 Feb 2015)
- UGC sponsored National conference:On Problems and issues of Indian women (Inter disciplinary) , Organised by Women cell , S.K.M.University,Dumka (28 to 29 April 2012)
- UGC sponsored National Seminar : Problems of working poor in India with special reference to backward Economies like Jhakrhand , Organised by P.G.Department of , S.K.M.University,Dumka (19 to 20 March 2012)

Kishlay Sinha

CURRICULUM VITAE

Preeti Prasad

Head, Department of Economics
Rama Devi Bajla Mahila Mahavidyalaya, Deoghar -814112, Jharkhand
S.K.M.University,Dumka

EDUCATIONAL QUALIFICATION
➢ Master of Arts in Economics

CAREER AND ADVANCEMENT COURSE

➢ Participated in UGC, sponsored to National Seminar on " Problems of Working Poor in India with special References to Banckward Economics Like Jharkhand" organized by P.G. department of Economics, S.K.M.University,Dumka
➢ Participated in the one day symposium on "Panchayti Raj and Women Empowerment" organized by Madhupur Mahavidyalaya, Madhupur, Sido Kanhu Murmu University, Dumka
➢ Participated in UGC Sponsored National Seminar (Inter disciplinary) on "Relevance of Swami Vivekananda's Thought in the Present Day Context" organised by Deoghar Mahavidyalaya, Deoghar.

EXTRA ACTIVITIES
➢ Routine In-charge - 2011
➢ NSS Programme Office (Unit-I) R.D.B.M.Mahavidyalaya, Deoghar.

NAA - SELF STUDY REPORT

PERSONAL PROFILE

- Ex Professor in-charge , R.D.B.M.Mahavidyalaya, Deoghar
- Ex-Bursar, R.D.B.M.Mahavidyalaya, Deoghar
- Ex-Sports in-charge, R.D.B.M.Mahavidyalaya, Deoghar
- Ex Programme Officer, NSS, R.D.B.M.Mahavidyalaya, Deoghar
- Ex Routine in-charge, R.D.B.M.Mahavidyalaya, Deoghar
- Memebr of the syllabus commitee/Board of study (U.G. semester for Core Course and Allied Course)

PERSONAL PROFILE

- *Date of Birth   : 14th August 1954.*
- *Father's Name : Late C.S.Prasad*
- *Address   : 506, Ishan Green Apartment Bilasi Town, B.Deoghar.*

I do hereby declare that all the facts mentioned above are true to the best of my knowledge.

Preeti Prasad

CURRICULUM VITAE

Mamta Kujur

Assistant Professor
Department of Economics
Rama Devi Bajla Mahila Mahavidyalaya, Deoghar -814112, Jharkhand
S.K.M.University,Dumka

EDUCATIONAL QUALIFICATION

➢ JET Qualified in Economics , 2007
➢ Master of Arts Economic with 68.25%, 2004 specialization in Economic Mathematics

CAREER AND ADVANCEMENT COURSE

➢ Participated in UGC, Orientation Programme Under Academic Staff Mahavidyalaya, Ranchi, 05.01.10 to 01.02.10.
➢ Participated in the UGC, Refresher course in Environmental studies under Academic staff Mahavidyalaya, Ranchi, 06.09.10 to 26.09.10.

CONFERENCE/SEMINARS/PUBLICATIONS

- Participated in Indian Economic Association National Seminar on 14th - 15th July,2011, Organised by A.S.Mahavidyalaya, Deoghar (Jharkhand) S.K.M.University,Dumka.
- Participated in International Seminar on 22nd - 24th Feb'2012 , Organised by Ranchi University, Ranchi.
- Participated in National Seminar on 19th - 20th March 2012 organised by P.G. Department of Economics, S.K.M.University, Dumka , Jharkhand.
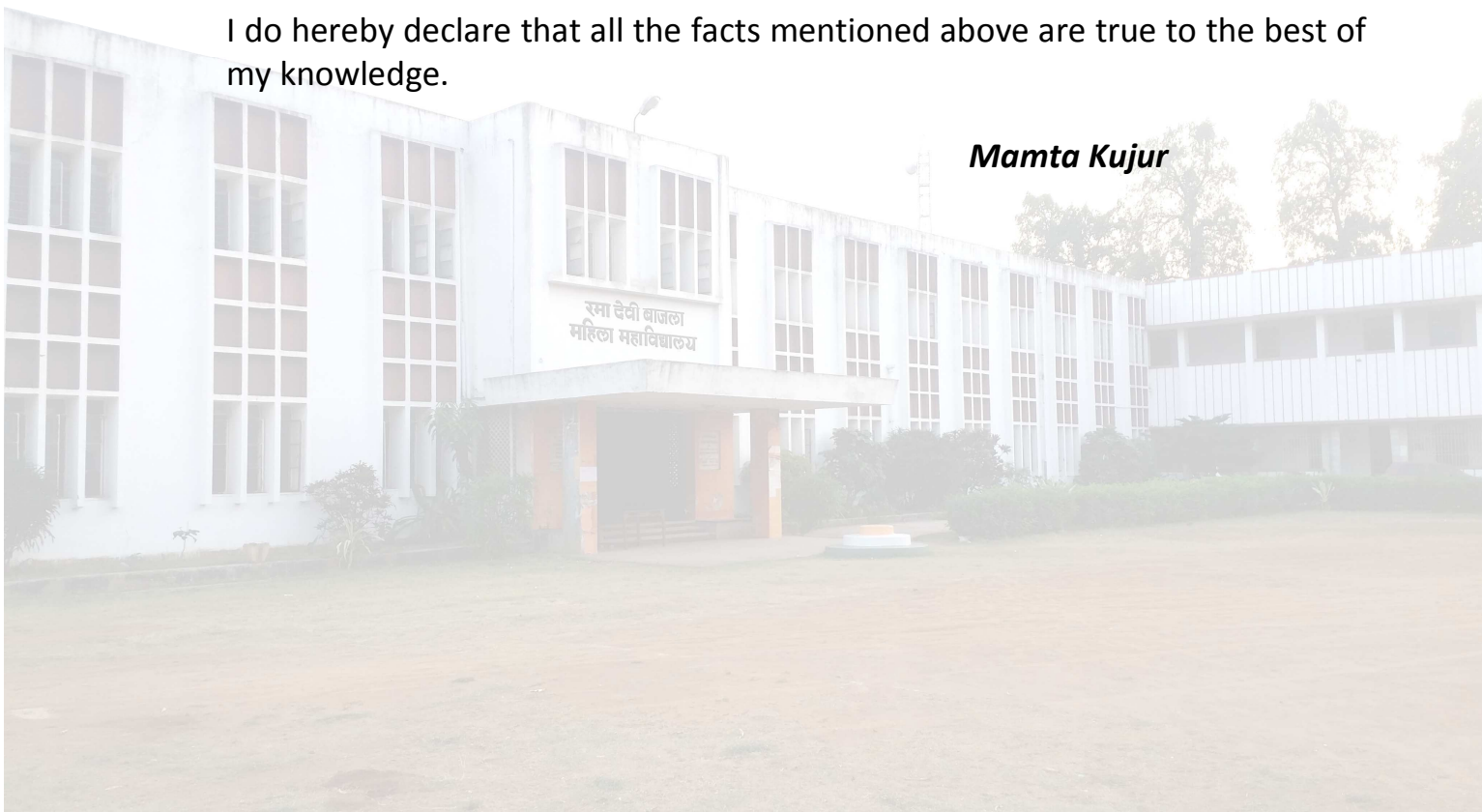
NAA - SELF STUDY REPORT

EXTRA ACTIVITIES
➢ Routine In-charge - 2011
➢ NSS Programme Office (Unit-I) R.D.B.M.Mahavidyalaya, Deoghar.

PERSONAL PROFILE
➢   Date of Birth : 21st January 1980
➢   Father's Name : Late Antus Kujur
➢   Mother's Name : Smt. Shilwanti Kujur
➢ Address: Ranchi Women's Mahavidyalaya, Arts Block Campus,Ranchi. 834001
   (Jharkhand)

I do hereby declare that all the facts mentioned above are true to the best of my knowledge.

Mamta Kujur

Curriculum Vitae

Dr. Suchita Kumari

Assistant Professor

Department of Philosophy

R.D. Bajla Mahila Mahavidyalaya, Deoghar

S.K.M. University

Dumka

(S.P)

Address:-

Office: Department of Philosophy
R.D. Bajla Mahila Mahavidyalaya , Castairs Town, Deoghar- 814112

Residence: D4, Aarti Naman Complex
SFS Lane, Castairs Town
Deoghar-814112
Email- ID- suchitaphilosophy@rediffmail.com
Mobile No.- 9431548372

NAA - SELF STUDY REPORT

Academics:-

B.S.E.B:	1st Div.
I.A.:	1st Div.
B.A.(Hons.):	1st Class
M.A.:	1st Class

➢ Ph.D. Degree awarded on: 29.12.1992

➢ Specialization: Ethics

Teaching Experience:-

➢ Graduate: 18yrs.

➢ Post – Graduate: 1yr.

Others:-

➢ Member of Akhil Bharatiya Darshan Parishad

➢ Member of Indian Journal of Human Relations

➢ Two students awarded Ph.D. degree under my supervision

Extra Curricular:-

- N.S.S Program Officer (approx. 2yrs)
- Vice-President (Athletic)
- President (Athletic)
- Bursar
- Coordinator of Remedial Courses (sponsored by U.G.C.)
- Assistant Centre Superintendent (D1 Exam, 2015)

Publications:-

Number of Research Articles published:

S.No	Name of Articles	Name of Journal	Page No.	Year	ISSN

1.	Vivekananda's view on Society and Religion	Darshnik Anugunj	300	2010	0975-2749
2.	The Divisions of Alaya and the Eight Consciousnesses in Buddhist Philosophy	Saidhantiki	164	2011	0974-8504
3.	Social Justice as an Applied Ethics	Indian Journal of Human Relations	52	2012	0974-1089

Book published:-

S.No	Name of book	Year	ISBN
1.	Realism and Sense Data	2012	978-93-81221-45-7

➢ Number of Seminars attended   :   10 National, 1 International

➢ Number of Workshop attended   :   01

➢ Number of Symposium attended   :   01

Refresher Courses:-

1. At U.G.C Academic Staff Mahavidyalaya. Jamia Millia Islamia, New Delhi from 15/11/07 to 06/12/07
2. At U.G.C. Academic Staff Mahavidyalaya, B.R. Ambedkar Bihar University, Muzaffarpur from 28/03/11 to 17/04/11

Orientation Courses:-

1. At U.G.C. Academic Staff Mahavidyalaya, Patna University from 19/03/04 to 15/04/04

Suchita Kumari

CURRICULUM VITAE

Dr. Arati Modak

Assistant Professor
Department of Philosophy
Rama Devi Bajla Mahila Mahavidyalay, Deoghar
814112, Jharkhand
S.K.M.University,Dumka

EDUCATIONAL QUALIFICATION
- Gold Medallist M.A in Philosophy, 2004, S.K.M.University,Dumka
- UGC, NET qualified in Philosophy 2005
- JRF from Indian Council of Philosophical Reasearch, New Delhi 2007
- Ph.D, awarded under V.B.University , Hazaribgah , 15th June 2011.

TEACHING eXPERIENCE:
- Two year teaching experience in P.G Deptt. of of Philosophy V.B.University, Hazaribag.
- Eight year on going teaching experience in R.D.B.Mahavidyalaya, Deoghar

CARREER ADVANCEMENT COURSE:
- UGC orientation programme under Academic Staff Collee, Ranchi 03.03.10 to 30.10.2010
- UGC Refresher Course in "Information Technology" under Academic Staff Mahavidyalaya, Ranchi 14.10.2011 to 06.03.2011.
- UGC special Summer School in "Challenges of Higher Education in India" under Academic Staff Mahavidyalaya, Ranchi 08.07.2013 to 28.07.2013.

SEMINARS/CONFERENCES
- National Seminar on "A Philosophy of Love" sponsored by ICPR, New Delhi June 5th to 6th 2008.
- National Seminar on "Significance of Hind Swaraj in the Modern World" sponsored by ICPR , New Delhi Jan 30th 31st 2010.

NAA - SELF STUDY REPORT

- National seminar UGC sponsored National Seminar on "Philosophy of Mahatama Gandhi and Terrorism" March 14th to 15th 2012.
- National Seminar on "Santhal Culture & Religion" sponsored by ICPR New Delhi 2nd to 3rd 2012.

PERSONAL PROFILE
➤ Date of Birth : 31/12/1980
➤ Father's Name : Mr. Sumit Kumar Dey

I do hereby declare that all the facts mentioned above are true to the best of my knowledge.

Dr. Arati Modak

CURRICULUM VITAE

Smt. Rekha Kumari Gupta

Assistant Professor
Department of Philosophy
Rama Devi Bajla Mahila Mahavidyalay, Deoghar
814112, Jharkhand
S.K.M.University,Dumka

EDUCATIONAL QUALIFICATION

➢ M.A in Philosophy with First Class, 1999, V.B.University,Hazaribag
➢ JET qualified in Philosophy 2007
➢ Perusing Ph.D, from S.K.M.University,Dumka (2011)

TEACHING EXPERIENCE:

➢ Eight year on going teaching experience in R.D.B.Mahavidyalaya, Deoghar

CARREER ADVANCEMENT COURSE:

- UGC orientation programme under Academic Staff Collee, Patna 05.01.10 to 10.02.2010
- UGC Refresher Course in "Women Studies" under Academic Staff Mahavidyalaya, Ranchi 02.09.11 to 22.09.11
- UGC Refresher Course in Philosophy under Academic Staff Mahavidyalaya, Ranchi 23.05.12. to 12.06.12.

INTERNATIONAL/SEMINARS/CONFERENCES

➢ Participated in An Interdiscilinary National Seminar on Hundered Year of Satyagraha on 2nd and 3rd Oct. 2012 organised by Department of Philosophy, S.S.L.N.T. Mahila Mahavididyalaya, Dhanbad .

➢ Participated in An International Seminar on Hindi Nari Ki Sahitya Main Dalit Cheta: Sampratik Dasha and Disha on 22nd to 24th February 2012 organized by Department of Hindi, Ranchi Mahavidyalaya, Ranchi.

NAA - SELF STUDY REPORT

- ➢ Participated in National Seminar on 'Bhartiya Nari Ki Sthiti Ka Darshnik Vivechan' on 16th 18th March 2012 organised by Bhartiya Mahila Darshanik Parishad, K.B.women's Mahavidyalaya, Hazaribag, Jharkhand.
- ➢ Participated in 'A National Seminar on Philosophy of Mahatma Gandhi and Terrorism ' on 14th to 15th March 2012 organized by P.G. department of Philosophy, S.K.M.University, Dumka.
- ➢ Participated in conference 'Karm Hi Jivan Hai' on 7th to 9th December 2012 organised by Bihar Darshan Parishad, Patna.

EXTRA ACTIVITIES

- • NSS Programme Officer , R.D.B.M.Mahavidyalaya, Deoghar
- • Member of Cultural Club , R.D.B.M.Mahavidyalaya, Deoghar
- • Tranning orientation Programme for NSS, sponsored by department of Youth affair and sports government of India 27th July 13 and 3rd August 13.

PUBLICATION

Sl.No.	Journals	Issn No.	Topic	Year
01	Human Rights Initiative	0975-0541	Adhunik Yog main Gandhi Darshan Ki Upyogita	June & Dec'2010
02	Journal for Social Development	0975-0142	Nai Sahastrabadi Aur Gandhi Jee Ki Prasangikta	July & Sept'2011
03	Indian Explorer of Social Sciences & Humanities	2320-2963	J.P.Ke Sampurna Kranti Ka Darshanik Vivechan.	2012

PERSONAL PROFILE

- ➢ Date of Birth : 20.02.1975
- ➢ Father's Name : Sri Mahendra Prasad Gupta
- ➢ Permanent Address: Reeta Kunj, Bampas Town Khorada, Deoghar, Jharkhand
- ➢ Contact No.: 9304225451
- ➢ Email:- sandpvivek@gmail.com

I do hereby declare that all the facts mentioned above are true to the best of my knowledge.

Smt. Rekha Kumari Gupta

CURRICULUM VITAE

Sri S.S.Prasad

Assistant Professor
Department of Commerce
Rama Devi Bajla Mahila Mahavidyalay, Deoghar
814112, Jharkhand
S.K.M.University,Dumka

EDUCATIONAL QUALIFICATION

➢ M.Com. in Commerce, 1983T.M.Bhgalpur University, Bhagalpur

TEACHING EXPERIENCE:

➢ Thirty year teaching experience in U.G Deptt. of Commerce.

CARREER ADVANCEMENT COURSE:

- UGC orientation programme under Academic Staff Collge, Lackhnow University 1993.
- UGC Refresher Course from Allahabad University, 1994

PUBLICATION

- Financial Account for Degree Classes 2009 .

ADMINISTRATIVE EXPERIENCES :

➢ Controller of Examination
➢ Election Co-ordinator
➢ Member of Development Committee
➢ Sports In-charge

PERSONAL PROFILE

NAA - SELF STUDY REPORT

➢ Date of Birth : 01 February 1959

I do hereby declare that all the facts mentioned above are true to the best of my knowledge.

Sri S.S.Prasad

CURRICULUM VITAE

Silky Sahay

Lecturer (Temporary)
Department of Commerce
Rama Devi Bajla Mahila Mahavidyalay, Deoghar
814112, Jharkhand
S.K.M.University,Dumka

EDUCATIONAL QUALIFICATION

➢ MBA, in Commerce, 2013, SRM School of Management, Chennai .
➢ NET in Commerce, 2013.

PERSONAL PROFILE

➢ Date of Birth : 2 Oct'1990
➢ Father's Name : Sri Rakesh Nandan Sahay

➢ Address: Magalwati, Purndaha, B. Deoghar .
➢ Mobile: 9470330734.

I do hereby declare that all the facts mentioned above are true to the best of my knowledge.

Kumari Rashmi

CURRICULUM VITAE

Dr.Shankri Mishra

Lecturer (Temporary)
Department of History
Rama Devi Bajla Mahila Mahavidyalay, Deoghar
814112, Jharkhand
S.K.M.University,Dumka

EDUCATIONAL QUALIFICATION

➤ Ph.D. in History, 1998, LNM University, Dharbhanga .
➤ M.A. in History, Bhagalpur Universtiy, Bhagalpur.

PERSONAL PROFILE
➤ Date of Birth : 26/10/1965
➤ Husband's Name : Sri Murlidhari Jha

➤ Address: Basanti Mandap, B.N.Jha Road, B. Deoghar .
➤ Mobile: 9939158820.

I do hereby declare that all the facts mentioned above are true to the best of my knowledge.

Shankri Mishra

CURRICULUM VITAE

Sri Binod Kumar Singh

Lecturer (Temporary)
Department of Sociology
Rama Devi Bajla Mahila Mahavidyalay, Deoghar
814112, Jharkhand
S.K.M.University,Dumka

EDUCATIONAL QUALIFICATION

➢ M.Phil from Ranchi University, Ranchi, 2003 .
➢ M.A. in Sociology, Magadh Universtiy, Bodhgaya, 1996.
➢ Post Graduate Diploma in Rural Development from IGNOU, 2000.

PERSONAL PROFILE

➢ Date of Birth : 01/01/1973
➢ Father's Name : Sri Arun Prasad Singh

➢ Address: Durga Bari Belabagan, B. Deoghar .
➢ Mobile: 9431783088.

I do hereby declare that all the facts mentioned above are true to the best of my knowledge.

Binod Kumar Singh

CURRICULUM VITAE

Kumari Rashmi

Lecturer (Temporary)
Department of Music
Rama Devi Bajla Mahila Mahavidyalay, Deoghar
814112, Jharkhand
S.K.M.University,Dumka

EDUCATIONAL QUALIFICATION

➤ M.A in Music, 2009, Prayag Sangit Samiti Allahabad.

PERSONAL PROFILE

➤ Date of Birth : 27th Feb, 1981
➤ Father's Name : Sri Ashok Kumar Mishra
➤ Mother's Name : Smt. Ranjana Mishra
➤ Address: Bhardwaj Niketan; Shiv Roling Mill Campus Matha bandh, B. Deoghar .
➤ Mobile: 9431950965,9708579182.

I do hereby declare that all the facts mentioned above are true to the best of my knowledge.

Kumari Rashmi

CURRICULUM VITAE

Sri R.R.Mishra

Assistant Professor
Department of Psychology
Rama Devi Bajla Mahila Mahavidyalay, Deoghar
814112, Jharkhand
S.K.M.University,Dumka

EDUCATIONAL QUALIFICATION

➢ M.A. in Psychology, 1974 .

TEACHING EXPERIENCE:

➢ Fifteen year teaching experience in U.G Deptt. of Psychology.

PERSONAL PROFILE

➢ Date of Birth : 01.12.1951
➢ Father's Name: Late D.N.Mishra
➢ Present Address: Suchita Niwas Guljar Bag, Jasidih, Deoghar

I do hereby declare that all the facts mentioned above are true to the best of my knowledge.

Sri R.R. Mishra

CURRICULUM VITAE

Dr. Sangita Kumari

Lecturer (Temporary)
Department of Home Science
Rama Devi Bajla Mahila Mahavidyalay, Deoghar
814112, Jharkhand
S.K.M.University,Dumka

EDUCATIONAL QUALIFICATION

➢ M.A in Home Science, 1998,University Topper, L.N.M.University, Darbhanga
➢ M.Ed , 2012, S.K.M.University, Dumka
➢ Ph.D, Home Science, 2004

CONFERENCE/SEMINARS/PUBLICATIONS

➢ Participated in National Seminar, sponsored by National University of Educational Planning and Administration (NUEPA) MHRD, New Delhi on 17 -18 Feb'15.

➢ Participated in the UGC, organised by P.G.Department of Political Science, S.K.M.University,Dumka in Joint Collaboration with R.D.B.Mahila Mahavidyalaya,

Deoghar and A.S.Mahavidyalaya,Deoghar on 12-13 Feb'15.

➢ International Seminar "Tamil ved trikural aur hindi ki niti kavita lalit Narayan Mithla University Dharbhanga 2015.

➢ Participated in National Seminar "Archaeology and Culture : Special Reference to Mithila" on 16th - 17th Jan,2015, Organised by L.N.Mithila University, Darbhanga , Bihar.

➢ Participated in National Workshop on 20th to 22nd Jan'2015 , Organised by L.N.Mithila University,Darbhanga.
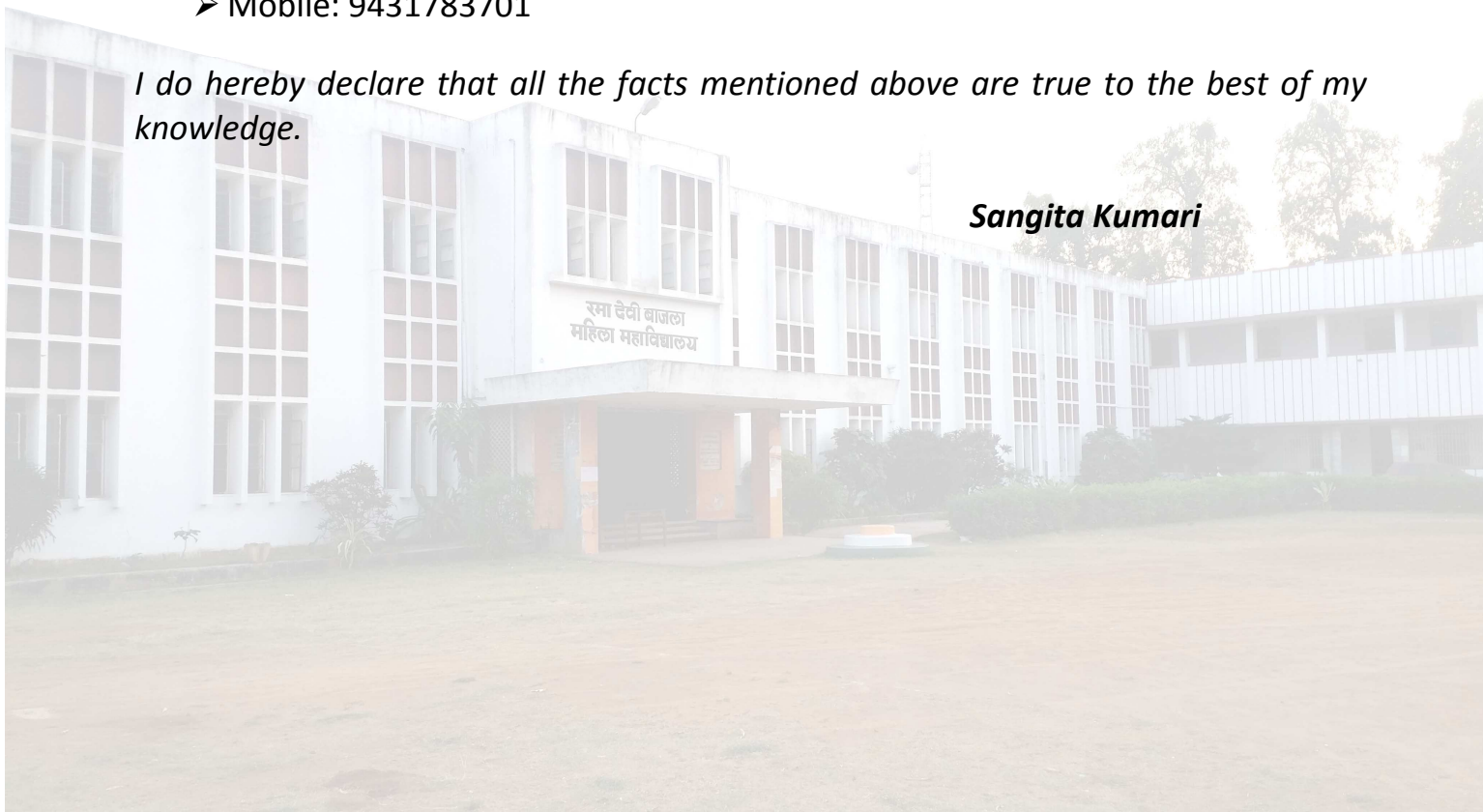
NAA - SELF STUDY REPORT

➢ Paper published : entitled " Nutrition And Health" For Human And Animal" ACCST Research Journal in Volume II, No.2, April 2004.
➢ Paper published : entitled " Gender and Socialization presented " published in the Prominent Research Journal Society today, Vol. 09, No.1, 2009-10.

PERSONAL PROFILE

➢ Date of Birth : 05 Jan 1970
➢ Father's Name : Late Raghav Kumar
➢ Mother's Name : Smt. Bina Devi
➢ Address: Coporative Colony East of Sahib Pokhar Barmasia, Deoghar
➢ Mobile: 9431783701

I do hereby declare that all the facts mentioned above are true to the best of my knowledge.

Sangita Kumari

NA

UGC 2f & 12B CERTIFICATE

UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG
NEW DELHI-110002

No.F.8-57/87(CPP-I)

Dated: 11 Sept. 1989

To

The Registrar,
Bhagalpur University
Bhagalpur-812007

Sub:- List of Colleges prepared under Section 2(f) of
the UGC Act, 1956-Inclusion of New Colleges/
regarding.

Sir,

I am directed to refer to your letter No.3/12776
dated 2.5.89 on the above subject and to say that the name of
the following college has been included in the above list
under/ colleges teaching upto Bachelor's degree.
consititunt

Name of the College	Year of Estt.	Remarks
Rama Devi Bajla Mahila Mahavidyalaya (Baidyanath), Deoghar Principal Dr Uma chatterjee permanent affiliation	1970	The College is also fit to receive Central assistance Under Section 12(B) of the UGC Act, 1956.

Yours faithfully,

(Kishan Chand)
Under Secretary

Copy forwarded to:
1. The Principal, Rama Devi Bajla Mahila Mahavidyalaya
   (Baidyanath) Deoghar.
2. Accounts 'G' Section.
3. Computer Cell.
4. All Officers/Section in the UGC Office.
5. Guard file.

(J.P. Mittal)
Section Officer

Sub:- List of Colleges prepared under Section 2(f) of
the UGC Act, 1956-Inclusion of New Colleges/
regarding.

NA

Sir,

ALL INDIA SURVE CERTIFICATE

Government of India
Ministry of Human Resource Development
Department of Higher Education
Statistics Division
New Delhi

Certificate

Reference No. C-45392-2014

This is to certify that Prakash Chandra Das of R D B MAHILA
COLLEGE, DEOGHAR has successfully uploaded the data of All India
Survey on Higher Education(AISHE) 2014-2015.

(B N Tiwari)
Deputy Director General

Dated: 26/12/2015

BUDGET REPORT OF THE MAHAVIDYALAYA 2015-2016

FINANCIAL ABSTRACT U/S 47 (I) OF THE UNIVERSITIES ACT 1976

YEAR - 2015-16

NAME OF UNIVERSITY : S.K.M. UNIVERSITY, DUMKA
NAME OF COLLEGE : R.D.B.M. COLLEGE, DEOGHAR

Total No. of Seats	2600
Sent up last year	1830
No. of students B.A., B.Sc., B.Com	2265
No. of students MA, M.Sc., M.Com	-
Total students	2265

No. of Sanctioned Posts	40
Entitled No. of Teachers	57
Existing Working No.	14
Entitled No. of Non Teaching Staff	40
Actual Working No.	19

RECEIPTS — Part-I.a

RECEIPTS	Amount
1. Tution Fee @ Rs/pupil/yr	-
2. Laboratary Fees (science)	-
3. Library Fees	33,975.00
4. Exam Fees	45,300.00
5. Development Fees	226,500.00
6. Electricity	33,975.00
7. N.S.S. Fee	45,300.00
8. Price of Form	33,975.00
9. College Magazine	11,900.00
10. Admission fee	113,250.00
11. Athletic fee	197,025.00
12. Others	786,500.00
A. Sub Total	

Receivable from Govt.

Teaching	Norm	Amount
1. Professor	UGC	-
2. Assoc. Prof.	UGC	8637840
3. Asstt. Prof.	UGC	7208208
Non-teaching Unrevised Scale		6120876
Others grants from State Govt.		6000000
B. Sub Total		27966924

Total Receipts A + B	28,753,424.00

Expenditures — Part-II.a

Pay for	Working
Professor	-
Assoc. Prof.	8637840
Asstt. Prof.	7208208
Non-teaching III -	3330372
Non-teaching IV -	2790504
A. Total pay	21966924

Others Expenditure Details

1. C.P.F. Contribution	-
2. Pension Liabilities	-
3. Contingency	65,000.00
4. Stores	70,000.00
5. Library	100,000.00
6. Sports	80,000.00
7. Cultural	35,000.00
8. Laboratory	25,000.00
9. Study tours	40,000.00
10. Guest Lecture etc.	-
11. Electricit / Telephone	110,000.00
12. Legal Expenses	25,000.00
13. M.C. & Veh. Maint.	25,000.00
14. Other taxes etc.	17,000.00
15. Repair & Maintenance	280,000.00
16	-
17	-
18. Others	5,632,744.00
B. Sub Total	6,504,744.00
Total (A + B)	28,471,668.00

Note : A Enclose Copy of last years utilization Report.

Sd/-
Signature
Principal
Rama Devi Bajla Mahila College
B.DEOGHAR

Signature
F.O. / Registrar

Signature
Secretary / HOD

ANNEXURE VI

UGC GRANT LETTER IN XII TH PLAN PERIOD

All communications are to be addressed to the Joint Secretary by designation and not by name

UNIVERSITY GRANTS COMMISSION
EASTERN REGIONAL OFFICE
LB 8 Sector III Salt Lake, Kolkata 700 098
Phone: (033) 2335 4767
Fax   :   (033) 2335 0586
Website: www.ugc.ac.in

ज्ञान-विज्ञान विमुक्तये

No.F.MSJSK2-007/12-13 (ERO)

2012-13.

Date:11.02.2013

To
The Principal/Teacher-in-charge,
Rama Devi Bajla Mahila Mahavidyalaya
Deoghar, Jharkhand
Jharkhand 814112

Sub: Release of grant for College Development under all Schemes of Coaching for SC/ST &
Minorities and Scheme of Equal Opportunity Centre– Twelfth Plan.

Sir/Madam,

This has reference to the UGC, Head Office Memorandum No.F.7-1/2012 (CPP-II) dated 24th August, 2012 and note from the Secretary, UGC dated 27th August, 2012. An **"On account"** grant of 25% of Eleventh Plan allocation (**only for the recurring component**) has been released to Colleges under the Twelfth Plan, for the four Schemes mentioned below:

1. Remedial Coaching for SC/ST/OBC (non-creamy layer) & Minorities.
2. Coaching Classes for Entry in services for SC/ST/OBC (non-creamy layer) & Minorities.
3. Coaching for NET/SET for SC/ST/OBC (non-creamy layer) & Minorities.
4. Equal Opportunity Centre in Colleges.

Break-up of grant:

Name of the Scheme	SC Component (Rs.) (50%/35%/33.33)	ST Component (Rs.) (50%/35%/33.33)	General Component (Rs.) (15%/33.34%)	Total (Rs.)
Remedial -Recurring	49995	49995	50010	**150000**
				0
0	0	0	0	0

The College may utilise this grant only for items allowed under the recurring component given in Eleventh Plan Guidelines.

Yours faithfully,

(Dr. Ratnabali Banerjee)
Joint Secretary

UNIVERSITY GRANTS COMMISSION
EASTERN REGIONAL OFFICE
LB 8 Sector III Salt Lake, Kolkata 700 098

2013-14.

.ISJSK2-007/12-13   (ERO)

Date: 30-Mar-13
S.No. 215035

e Accounts Officer
.niversity Grants Commission
Eastern Regional Office, Kolkata 700 098

Sub : Release of Grant-in-Aid during the Current financial year, during XIIth Plan, to
        Rama Devi Bajla Mahila Mahavidyalaya

Sir/Madam,

I am directed to convey the sanction of the Commission for payment of Rs.   100000
towards the scheme   **Merged Scheme**
to the Principal,   **Rama Devi Bajla Mahila Mahavidyalaya**
for the Plan expenditure to be incurred during the current financial year as per details given below:

Purpose of the grant Merged Schemes-XII Plan General District	Approved allocation (Rs.)	Amount already sanctioned (Rs.)	Amount being sanctioned now (Rs.)	Total grant including the grant now being sanctioned (Rs.)
Remedial-Non-Recurring	0	0	100000	100000
		Total	100000	

The College is requested to note:
A.   SC concentrated district: SC-50%, ST-35%, General (including Minorities)-15%
B.   ST concentrated district: ST-50%, SC-35%, General (including Minorities)-15%
C.   General district: Equal distribution amongst the three (SC,ST and General)
D.   No photocopy of bills/vouchers or the originals and detailed list of purchases should be sent with the accounts submitted unless specifically called for.

1.   The sanctioned amount is debitable to the major head 1.b-(i)c and valid for payment during the current financial year only.
2.   The amount of the grant shall be drawn by the Accounts Officer (Drawing and Disbursing Officer), University Grants Commission on the Grant-in-Aid bill and shall be disbursed to and credited to grantee as above through Demand Draft.
3.   The grant is subject to the adjustment on the basis of Utilisation Certificate in the prescribed proforma submitted by the University/College/Institution.
4.   The University/College shall maintain proper accounts of the expenditure out of the grant which shall be utilised only on approved items of expenditure
5.   The Utilisation Certificate to the effect that the grant has been utilised for the purpose for which it has been sanctioned shall be furnished to the University Grants Commission as early as possible after the closing of the current financial year.
6.   The assets acquired wholly or substantially out of the University Grants Commission's grant shall not be disposed or encumbered or utilised for the purpose other than those for which the grant was given, without proper sanction of the University Grants Commission.
7.   A register of assets acquired, wholly or substantially out of the grant shall be maintained by the University/College in the prescribed form.
8.   The grantee institution shall ensure the utilization of grant-in-aid for which it is being sanctioned/paid. In case of non-utilization/part utilization, the simple interest @10% per annum as amended from time to time on unutilized amount from the date of drawal to the date of refund as per provisions contained in General Financial Rules of Govt. of India will be charged.
9.   The University/College shall follow strictly all the instructions issued by the Government of India from time to time with regard to reservation of posts to Scheduled Castes and Scheduled Tribes.
10. The University/College shall fully implement the Official Language Policy of the Union Govt. and comply with the Official Language Act, 1963 and Official Languages (used for official purposes of the Union) Rules, 1976 etc.
11. The sanction issues in exercise of the delegation of powers vide Commission Office Order No. 25/92 dated May 01,1992.
12. An amount of Rs.   out of the grant of Rs.   sanctioned vide letter No. F.   (ERO) dated..........
     has been utilized by the College for the purpose for which it was sanctioned and noted in the Grant-in-Aid Register.
13. The funds to the extent are available under the Scheme.
Copy forwarded for information and necessary action to :
1.Principal
   Rama Devi Bajla Mahila Mahavidyalaya
   Deoghar, Jharkhand
   Jharkhand   814112
   He/She is requested to abide by these instructions/Guidelines of sanction order.
2.   Registrar/ Director, Co-ordinator, College Development Council. Sido Kanho Murm University
3.   Auditor General, Govt. of Jharkhand
4.   The Secretary, Higher Education, Govt. of Jharkhand
5.   The Director of Public Instructions (Higher Education) Govt. of Jharkhand
6.   Merged Schemes-XII Plan

Yours faithfully,

(Dr. Ratnabali Banerjee)
Joint Secretary

(Dr. Ratnabali Banerjee)
Joint Secretary

	UNIVERSITY GRANTS COMMISSION
	EASTERN REGIONAL OFFICE

communications are to be addressed to the
Secretary by designation and not by name

UNIVERSITY GRANTS COMMISSION
EASTERN REGIONAL OFFICE
I.B 8 Sector III Salt Lake, Kolkata 700 098
Phone : (033) 2335 4767
Fax : (033) 2335 0586
E-mail : ugcero_Kolkata@yahoo.in

BY SPEED POST

No: F.JSK2-007/12-13 (ERO)
February 2014
04 MAR 2014

√ The Accounts Officer
Eastern Regional Office,
University Grants Commission,
Kolkata.

Sub: Release of 15% "Adhoc On account Grant" under the scheme of Under Graduate Development
Assistance during XII Plan period.

Sir/Madam,

As per the decision taken in the Commission meeting held on 19th July 2012, 25% of allocation of XI Plan College
Development Assistance was released as on account grant for XII Plan period. Now the Commission has decided to
release up to 40% of GDA allocated to the individual colleges during XI plan period, including 25% of grant already
released earlier to the colleges during XII Plan. Accordingly, I am directed to convey the sanction of the Commission
for payment of Rs.210000 /- to **Rama Devi Bajla Mahila Mahavidyalaya, Deoghar, Jharkhand, Jharkhand**
814112 for the XII Plan period as detailed below

XI Plan Allocation under GDA (Rs.)	25% of GDA grant already released (Rs.)		15% of GDA grant being released (Rs.)		Total grant released for XII Plan (40% of XI Plan allocation) (Rs.)	
1400000/-	Books & Journals	175000/-	Books & Journals	105000/-	Books & Journals	280000/-
	Equipment	175000/-	Equipment	105000/-	Equipment	280000/-
	Total	350000/-	Total	210000/-	Total	560000/-

2. The sanctioned amount is debitable to Head of Account as detailed below. **(Capital Assets 35)**

Amount sanctioned (Rs.)	For General (77.5%) (Rs.)	For SC 15% (Rs.)	For ST 7.5% (Rs.)
210000/-	162750/- 1.B(i)(b)	31500/- 1B(i)h(i)b	15750/- 1.B(i)h(ii)b

3. The sanctioned grant may be treated as "Adhoc On account" grant for XII Plan. The allocation made
now is Provisional Allocation and the final allocation would be made on finalization of XII Plan
Guidelines. The grants sanctioned now would be adjusted against the XII Plan allocation to be made
subsequently on the basis of assessment.

4. Further it may be noted that the college has to necessarily submit their XII Plan proposals claiming
not less than the sanctioned amount for Books & Journals & Equipment as detailed above in their 12th
plan proposals.

5. The amount of the grant shall be drawn by the Accounts Officer, UGC, ERO, Kolkata (Drawing and
Disbursing Officer), University Grants Commission, on the Grant-in-Aid bill and shall be disbursed to and
credited to grantee as above through Electronic mode as per the following detail

(a) Details (Name & Address) of Account Holder:
Principal, **Rama Devi Bajla Mahila Mahavidyalaya, Deoghar, Jharkhand, Jharkhand 814112.**
(b) Account No.:**4109002100003318**
(c) Name & Address of Branch: **Punjab National Bank, Court Road, deoghar**
(d) MICR Code of Branch: **814024102**
(e) IFSC Code:**PUNB0410900**
(f) Type of Account: SB/Current/Cash Credit.

6. The grant is subject to the adjustment on the basis of Utilization Certificate in the prescribed proforma
submitted by the College/Institution.

7. The University/College shall maintain proper accounts of the expenditure out of the grants which shall be
utilized only on approved items of expenditure and ensure proper labeling of the items purchased.

8. The University/Institution may follow the General Financial Rules, 2005 and take urgent necessary action to
amend Their manuals of financial procedures to bring them in conformity with GFRs, 2005 and those don't
have their own approved manuals of financial procedures may adopt the provisions of GFRs, 2005 and
instructions/Guidelines there under from time to time.

NAA - SELF STUDY REPORT

UNIVERSITY GRANTS COMMISSION
EASTERN REGIONAL OFFICE
LB 8 Sector III Salt Lake, Kolkata 700 098

②
2014-15

GRANT-IN-AID BILL

Name of the Section: Accounts Department.

1. Name of the beneficiary Institution: Rama Devi Bajla Mahila Mahavidyalaya
   ID No. JSK2-007   Deoghar, Jharkhand
   S. No. 221499   Jharkhand 814112

(Under University)   Sido Kanho Murmu

2. Sanction number and date: F. JSK2-007/12-13   Date: 28-Mar-14

3. Amount sanctioned :   Rs.   803193

4. Purpose of the grant-in-aid : XIIth Plan College Developm   Undergraduate
                                   Plan Block Grant
5. Head of Account :   1.B-(i)b

6. Designation and address of Authorized Officer: Principal
7. Payment Details:
   (a) Name of the Bank : Punjab National Bank, Court Road, deoghar
   (b) Account No.: 4109002100003318
   (c) Type of Account: (SB/Current/Cash Credit)
   (d) IFSC Code: PUNB0410900
   (e) MICR Code Branch: 814024102
   (f) Whether bank branch is RTGS or NEFT enable :RTGS/NEFT/Both
   (g) Name & address of Account Holder:Principal,
       Rama Devi Bajla Mahila Mahavidyalaya
       Deoghar, Jharkhand
       Jharkhand   814112

Received a sum of Rs. 803193
Rupees
being the amount sanctioned vide sanction No. F. JSK2-007/12-13   Dated   28-Mar-14
(Copy enclosed) for disbursement to the Principal,

Rama Devi Bajla Mahila Mahavidyalaya
              Certified that the conditions of the grant have been accepted by the grantee.
              Necessary entries in GIA/Budget Control Register have been made.
**You are requested to confirm the receipt of the above amount in your account by
sending back the enclosed stamped receipt within 7 days.**

Signature with stamp of the Officer

Accounts Officer
University Grants Commission
Eastern Regional Office
Kolkata

NAA - SELF STUDY REPORT

UNIVERSITY GRANTS COMMISSION
EASTERN REGIONAL OFFICE
LB 8 Sector III Salt Lake, Kolkata 700 098

No. JSK2-007/12-13   (ERO) ID No.   JSK2-007   Date: 28-Mar-14

S.No. 221499

The Accounts Officer
University Grants Commission
Eastern Regional Office, Kolkata 700 098

Sub : Release of Grant-in-Aid during the Current financial year (2013-14), during XIIth Plan, to

Rama Devi Bajla Mahila Mahavidyalaya

Sir/Madam,

I am directed to convey the sanction of the Commission for payment of Rs.   803193
towards the scheme   **XIIth Plan College Development**
to the Principal, **Rama Devi Bajla Mahila Mahavidyalaya**
for the Plan expenditure to be incurred during the current financial year as per details given below:

Purpose of the grant **Undergraduate** **Plan Block Grant**	Approved allocation (Rs.)	Amount already sanctioned (Rs.)	Amount being sanctioned now (Rs.)	Total grant including the grant now being sanctioned (Rs.)
Plan Block Grant-Head-31	681597	0	272638	272638
Plan Block Grant-Head-35	2726388	560000	530555	1090555
		Total	803193	

The College is requested to note:
A.   SC concentrated district: SC-15%, ST-7.5%, General (including Minorities)-77.5%
B.   ST concentrated district: ST-15%, SC-7.5%, General (including Minorities)-77.5%
C.   General district: General-77.5%, SC-15% and ST-7.5%
D.   No photocopy of bills/vouchers or the originals and detailed list of purchases should be sent with the accounts submitted unless specifically called for.

2.   The sanctioned amount is debitable to Head 1.B-(i)b   and valid for payment during the financial year 2013-14 only.
3.   The amount of the grant shall be drawn by the Accounts Officer (Drawing and Disbursing Officer), University Grants Commission on the Grant-in-Aid bill and shall be disbursed to and credited to grantee as above through Electronic mode as per the following details:

    (a) Details (Name & Address) of Account Holder:
      Principal,

      Rama Devi Bajla Mahila Mahavidyalaya

      Deoghar, Jharkhand

      Jharkhand   814112

    (b) Account No.: 4109002100003318

    (c) Name & Address of Branch: Punjab National Bank, Court Road, deoghar

    (d) MICR Code of Branch: 814024102

    (e) IFSC Code : PUNB0410900

    (f) Type of Account : SB/Current/Cash Credit.

4.   The grant is subject to the adjustment on the basis of Utilisation Certificate in the prescribed proforma submitted by the University/College/Institution.
5.   The University/College shall maintain proper accounts of the expenditure out of the grant which shall be utilised only on approved items of expenditure
6.   The University/Institution may follow the General Financial Rules, 2005 and take urgent necessary action to amend their manuals of financial procedures to bring them in conformity with GFRs,2005 and those don't have their own approved manuals on financial procedures may adopt the provisions of GFRs, 2005 and instructions/Guidelines there under from time to time.
7.   The Utilisation Certificate to the effect that the grant has been utilised for the purpose for which it has been sanctioned shall be furnished to the University Grants Commission as early as possible after the closing of the current financial year.
8.   The assets acquired wholly or substantially out of the University Grants Commission's grant shall not be disposed or encumbered or utilised for the purpose other than those for which the grant was given, without proper sanction of the University Grants Commission.
9.   A register of assets acquired, wholly or substantially out of the grant shall be maintained by the University/College in the prescribed form.
10. The grantee institution shall ensure the utilization of grant-in-aid for which it is being sanctioned/paid. In case of non-utilization/part utilization, the simple interest @10% per annum as amended from time to time on unutilized amount from the date of drawal to the date of refund as per provisions contained in General Financial Rules of Govt. of India will be charged.

NAA - SELF STUDY REPORT

ज्ञान-विज्ञान विमुक्तये
BY SPEED POST

Communications are to be addressed to the
Secretary by designation and not by name

No: F.IQAC-J-058/13-14 (ERO)   March, 2014

√ The Accounts Officer
Eastern Regional Office,
University Grants Commission,
Kolkata.

Sub: Release of Grant under the scheme of Internal Quality Assurance Cells (IQAC) in Colleges
during XII Plan period.

Sir/Madam,

The UGC Head Office orders No.F.6-2/2014(IQAC)/ERO/RO) dated 13.03.2014.The Commission has decided to release of grants under the scheme of Internal Quality Assurance Cells (IQAC) in Colleges during XII Plan period Accordingly, I am directed to convey the approval of Chairman, UGC to allocate and sanction of **Rs.3,00,000/-** to Rama Devi Bajla Mahila Mahavidyalaya, Deoghar, Jharkhand, Jharkhand 814112 for the XII Plan period as detailed below:

Sl No.	Purpose of grant (Head of Account 4(xvi)	Amount allocated (Rs.)	Grant already sanctioned (Rs.)	Grant now being sanctioned (Rs.)	Total Grant (Rs.)	Balance grant (Rs.)
A	**Capital Head-35**					
1.	Office Equipment	60,000/-				
	Total:A	60000/-				
B	**General Head-31**					
1.	Honorarium to the Director/Coordinator, IQAC @Rs.1000 X 12 X 5	60,000/-				
2.	Hiring Services for Secretarial & Technical Services	60,000/-				
3.	ICTs Communication expenses	70,000/-				
4.	Contingencies	50,000/-				
	Total:B	2,40,000/-				
	Grand Total:A+B	**3,00,000/-**	**NIL**	**3,00,000/-**	**3,00,000/-**	**NIL**

2.   The sanctioned amount is debitable to Head of Account as detailed below.

Amount sanctioned (Rs.)	For General (77.5%) (Rs.)	For SC 15% (Rs.)	For ST 7.5% (Rs.)
3,00,000/-	232500/-	45000/-	22500/-

3.   The sanctioned amount is debitable to 4(xvi) and is valid for payment during the finacial year 2013-2014 only.

4.   **The XIIth plan guidelines available in the UGC website www.ugc.ac.in may be reffered by the college for the composition of the committee, function and follow-up actions of IQAC. The college shall incurr expenditure on items as given in the guidelines.**

5.   The amount of the grant shall be drawn by the Accounts Officer, UGC, ERO, Kolkata (Drawing and Disbursing Officer), University Grants Commission, on the Grant-in-Aid bill and shall be disbursed to and credited to grantee as above through Electronic mode as per the following detail
(a) Details (Name & Address) of Account Holder:
Principal,
(b) Account No.: 4109002100003318
(c) Name & Address of Branch: Punjab National Bank, Court Road, deoghar
(d) MICR Code of Branch: 814024102
(e) IFSC Code: PUNB0410900
(f) Type of Account: SB/Current/Cash Credit.

6.   The grant is subject to the adjustment on the basis of Utilization Certificate in the prescribed proforma submitted by the College/Institution.

7.   The University/College shall maintain proper accounts of the expenditure out of the grants which shall be utilized only on approved items of expenditure and ensure proper labeling of the items purchased.

8.   The University/Institution may follow the General Financial Rules, 2005 and take urgent necessary action to amend Their manuals of financial procedures to bring them in conformity with GFRs, 2005 and those don't

UNIVERSITY GRANTS COMMISSION
EASTERN REGIONAL OFFICE
LB 8 Sector III Salt Lake, Kolkata 700 098

② 2014-15

ज्ञान-विज्ञान विमुक्तये

GRANT-IN-AID BILL

Name of the Section: Accounts Department.

1. Name of the beneficiary Institution: Rama Devi Bajla Mahila Mahavidyalaya
   ID No. **JSK2-007**   Deoghar, Jharkhand
   S. No. **221499**   Jharkhand 814112

(Under University)   Sido Kanho Murmu

2. Sanction number and date: F.   **JSK2-007/12-13**   Date: 28-Mar-14

3. Amount sanctioned :   Rs.   803193

4. Purpose of the grant-in-aid : XIIth Plan College Developm   Undergraduate
                                 Plan Block Grant

5. Head of Account :   1.B-(i)b

6. Designation and address of Authorized Officer: Principal

7. Payment Details:
   (a) Name of the Bank : Punjab National Bank, Court Road, deoghar
   (b) Account No.: 4109002100003318
   (c) Type of Account: (SB/Current/Cash Credit)
   (d) IFSC Code: PUNB0410900
   (e) MICR Code Branch: 814024102
   (f) Whether bank branch is RTGS or NEFT enable :RTGS/NEFT/Both
   (g) Name & address of Account Holder:Principal,
       Rama Devi Bajla Mahila Mahavidyalaya
       Deoghar, Jharkhand
       Jharkhand   814112

Received a sum of Rs. 803193
Rupees
being the amount sanctioned vide sanction No. F. JSK2-007/12-13   Dated   28-Mar-14
(Copy enclosed) for disbursement to the Principal,

Rama Devi Bajla Mahila Mahavidyalaya
          Certified that the conditions of the grant have been accepted by the grantee.
          Necessary entries in GIA/Budget Control Register have been made.
**You are requested to confirm the receipt of the above amount in your account by
sending back the enclosed stamped receipt within 7 days.**

Signature with stamp of the Officer

Accounts Officer
University Grants Commission
Eastern Regional Office
Kolkata

ANNEXURE VII

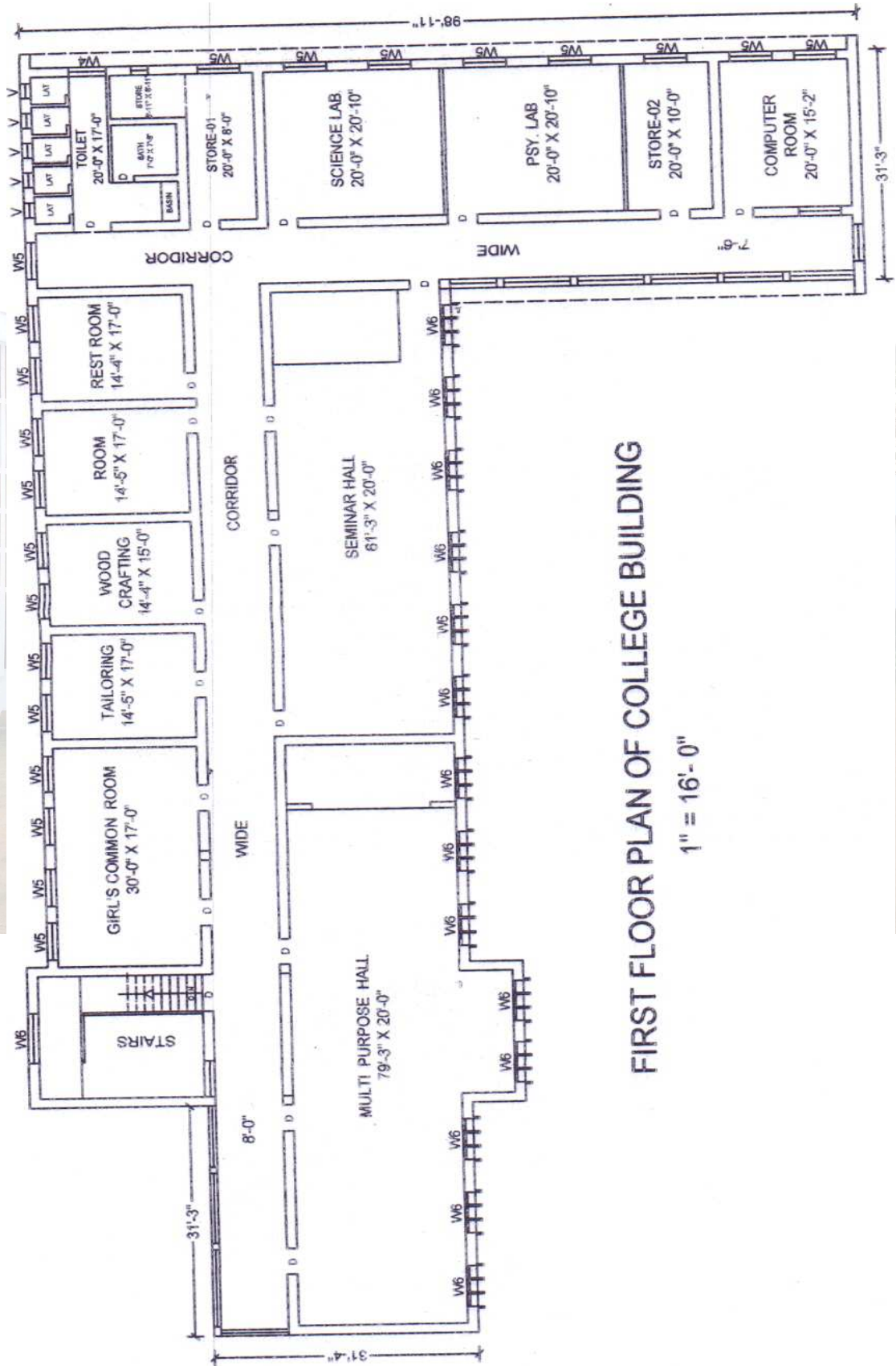| AUDIT REPORT |
|---|

RAMA DEVI BAJLA MAHILA COLLEGE, DEOGHAR

CONSOLIDATED RECEIPT AND PAYMENT ACCOUNT
FOR THE FINANCIAL YEAR ENDED MARCH 31, 2013

RECEIPT	AMOUNT	PAYMENT		AMOUNT
To Opneing Balance as on 01.04.2012 (as per annexure-B)	10,060,480.59	By Transferred to SKMU, Dumka 　For Examination 　For Registration 　For purchase of Forms	640,859.00 70,413.00 37,180.00	748,452.00
To Collection from Students (as per receipt bills)	2,839,704.00	By Transferred to JAC 　For Examination Fee 　For Compartmental Exam	667,622.00 123,233.00	
To Sale of Forms	297,610.00	For Improvement Exam 　For Registration & Migration 　For Purchase of Exam Forms	6,660.00 73,832.00 1,545.00	872,892.00
To Grant received from University for Salary & Arrear	13,495,798.00	By Payment to Teaching & NT Staffs 　Salary 　Arrear Salary	10,169,307.60 1,128,944.00	
To Grant received from UGC Kolkata for Generator 350,000.00 Computer & Accessories 400,000.00 Invertor 80,000.00 LCD 280,000.00 Laptop 100,000.00 Digital Camera 8,000.00 Handicam 22,000.00 Zerox Machine 200,000.00 Water Purifier with RO 160,000.00 College Software 50,000.00 　　　　　　 1,650,000.00 90% of Rs.16,50,000.00 received	1,485,000.00	Provident Fund 　LIC 　Income Tax 　Bank Loan	940,559.00 131,164.00 671,271.00 124,260.00	13,165,505.60
		By Payment of Daily Wages		39,921.40
		By Construction of Building By Income Tax on Bill raised for construction By payment of Commercial Tax to Deputy Commissioner of Commercial Tax, Deoghar		1,769,227.00 43,665.00 38,987.00
To Grant received form UGC Kolkata for Remedial Recurring Courses	150,000.00			
To Collection for penalty charges of Library	3,688.00			
To Rent received for the Computer Rooms	10,500.00	By payment of Advance against arrear of Vth pay as per University Letter No. SKMU/acctt/94/12		828,000.00
To Bank Interest	141,179.00	By Purchase of Zerox Machine By Purchase of Water Purifier With RO By Purchase of Books & Journals By Purchase of Generator By Purchase of Computer & Accessories		140,455.00 142,443.00 28,700.00 350,000.00 605,340.00
To return of amount which were excess of advance after the adjustment of the bills on or before 31.03.2013	8,298.00	By Payment for Remedial Recurring Courses By Payment for Remedial Non-Recurring Expenses		78,844.00 103,975.00
		By Transferred by University itself vide cheque no.415413 dt.08.09.2012		182,970.00
		By Printing of Forms		10,400.00
To Balance B/D	28,492,257.59	By Balance C/D		19,149,777.00

Page 9

ANNEXURE VIII

MASTER PLAN OF THE MAHAVIDYALAYA

FIRST FLOOR PLAN OF COLLEGE BUILDING
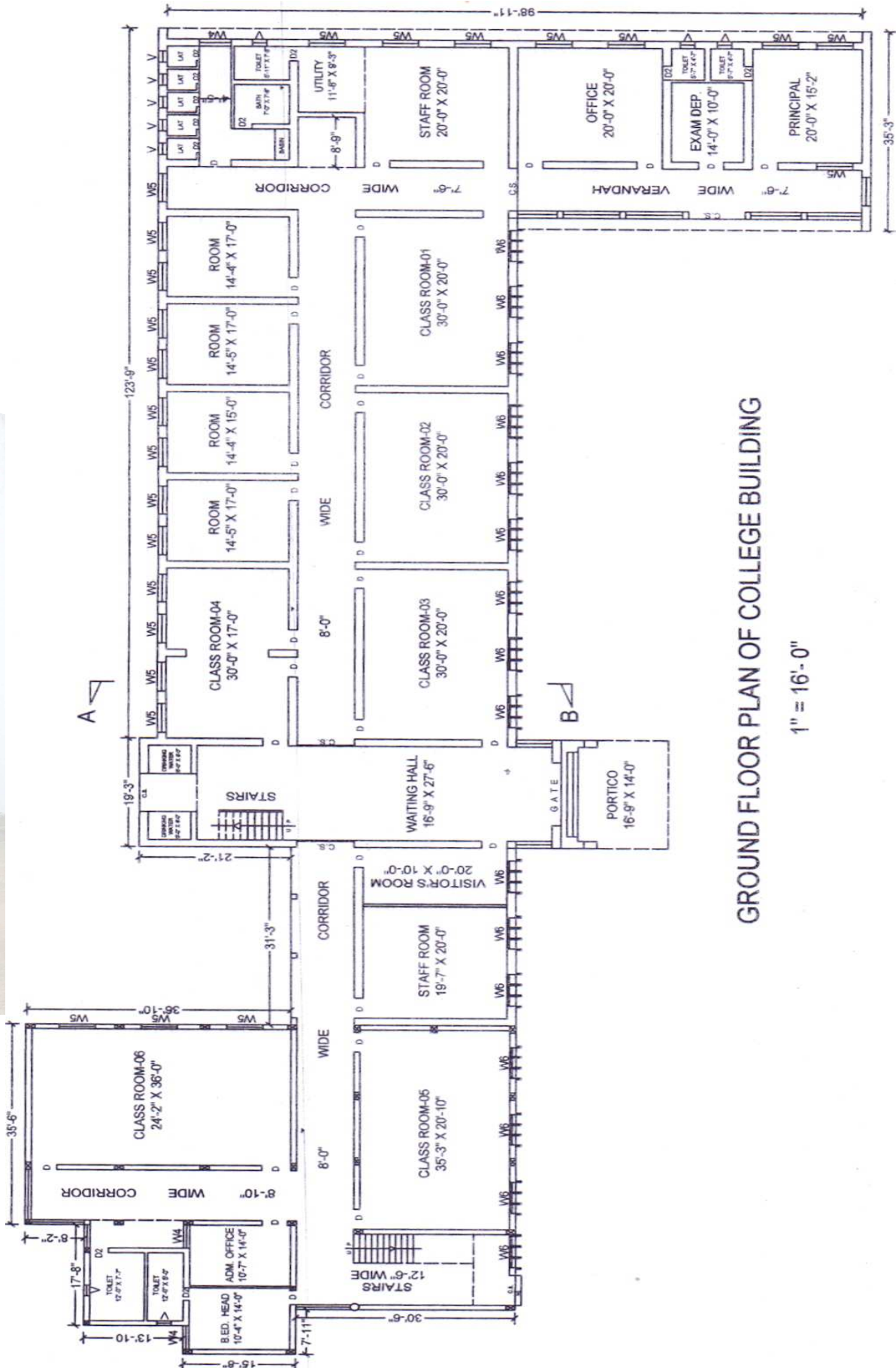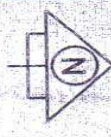
1" = 16'- 0"

GROUND FLOOR PLAN OF COLLEGE BUILDING

1" = 16'- 0"

PLAN OF RAMA DEVI BAJLA MAHILA MAHAVIDYALAYA AT PART OF T.P. PLOT NO.- 840,841& 838, J.B. NO.- 10/3175,HOLDING NO.- 392, MOUZA- SHYAMGANJ (CASTAIRS TOWN) WITHIN DEOGHAR MUNICIPALITY WARD NO. - 18 & MUNICIPAL CORPORATION WARD NO.- DEOGHAR, DIST-DEOGHAR,JHARKHAND.

DRG. NO.- AK/M-119/2012/09

DEALT BY- ER. A. K. ROY

DRN BY- RANAJIT

SCALE : 1"= 8'-0"; 1"=16'-0"

CONSULTANT

A. K. ROY & ASSOCIATES
AT RLY. STATION CHOWK,
ROY LODGE,
DEOGHAR-814112 (JHARKHAND).
MOB. 9431132328, PH. 06432-224425
Email.- akroy.engineer.valuer@gmail.com

DOOR-WINDOW-SCHEDULE

D	=	4'-0" X 7'-0"
D1	=	3'-0" X 7'-0"
D2	=	2'-6" X 7'-0"
W3	=	3'-0" X 4'-0"
W4	=	4'-0" X 4'-6"
W5	=	5'-0" X 4'-6"
W6	=	6'-0" X 4'-6"
V	=	2'-0" X 1'-6"

NOTE
1. GRADE OF CONCRETE - M20
2. GRADE OF STEEL -Fe 500
3. ANY DISCRIPANCY SHALL BE BROUGHT TO THE NOTICE OF ENGINEER/ARCHITECT BEFORE EXECUTION OF WORK
4. THIS MAP IS FINAL SUBJECT TO APPROVAL BY MUNICIPAL CORPORATION.

AREA STATEMENT

PLOT AREA (AS PER DEED) =113040.00 SFT

B. U. A. IN GROUND FLOOR :

(a) COLLEGE BUILDING = 13588.00 SFT

(b) LIBRARY BUILDING = 1238.00 SFT

(c) HOSTEL BUILDING = 4974.00 SFT

(d) HOSTEL TOILET = 690.00 SFT

TOTAL B U A IN G F. = 20490.00 SFT=1904.56 SQ. M.

B. U. A. IN FIRST FLOOR = 9833.00 SFT=913.98 SQ. M.

AREA FOR B. Ed. CLASSES:

GF=5864.28 SFT+ FF=9833.00 SFT+LIBRARY=1238.00 SFT

TOTAL AREA=16935.28 SFT=1574.14 SQ. M.

26.09.2012
Er. Abhay Kumar Roy
B.Sc. (Engg.) Civil
Corporation Approved Engineer
Reg. No.- 01/1999-2000

SIG. OF ENGINEER

SIG OF OWNER/PRINCIPAL