



Yearly Status Report - 2019-2020

Part A

Data of the Institution

| | |
|---|--|
| 1. Name of the Institution | MAHANTH MAHADEVANAND MAHILA MAHAVIDYALAYA, ARA |
| Name of the head of the Institution | DR ABHA SINGH |
| Designation | Principal |
| Does the Institution function from own campus | Yes |
| Phone no/Alternate Phone no. | 06182222334 |
| Mobile no. | 9470805462 |
| Registered Email | m.m.mahilacollegeara@gmail.com |
| Alternate Email | principalmmmara@gmail.com |
| Address | EAST RAMNA ROAD |
| City/Town | ARA |
| State/UT | Bihar |
| Pincode | 802301 |

2. Institutional Status

| | |
|--|----------------------------------|
| Affiliated / Constituent | Constituent |
| Type of Institution | Women |
| Location | Urban |
| Financial Status | state |
| Name of the IQAC co-ordinator/Director | DR SHUBHA SINHA |
| Phone no/Alternate Phone no. | 06182222334 |
| Mobile no. | 9470985797 |
| Registered Email | iqacmmmahilacollegeara@gmail.com |
| Alternate Email | principalmmmara@gmail.com |

3. Website Address

| | |
|--|---|
| Web-link of the AQAR: (Previous Academic Year) | http://www.mmmcollegeara.org/AQAR%202018-19.pdf |
| 4. Whether Academic Calendar prepared | Yes |

| | |
|--|---|
| during the year | |
| if yes, whether it is uploaded in the institutional website: Weblink : | http://www.mmmcollegeara.org/academic_calender.php |

5. Accrediation Details

| Cycle | Grade | CGPA | Year of Accrediation | Validity | |
|-------|-------|------|----------------------|-------------|-------------|
| | | | | Period From | Period To |
| 1 | B | 2.05 | 2016 | 16-Sep-2016 | 15-Sep-2021 |

6. Date of Establishment of IQAC 01-Apr-2016

7. Internal Quality Assurance System

| Quality initiatives by IQAC during the year for promoting quality culture | | |
|--|------------------|---------------------------------------|
| Item /Title of the quality initiative by IQAC | Date & Duration | Number of participants/ beneficiaries |
| MULTIPLE USE OF SMARTPHONE FOR OFFICE WORK | 07-Jan-2020 1 | 10 |
| NATIONAL WEBINAR ON MANAGING JOB STRESS DURING COVID 19 LOCKDOWN | 07-Jun-2020 1 | 90 |
| NATIONAL WEBINAR ON COVID-19: ITS IMPACT AND OUR COLLECTIVE RESPONSIBILITIES | 07-Jun-2020 1 | 130 |
| CELEBRATING NETAJI SUBHASH CHANDRA JAYANTI AND PLANTATION | 23-Jan-2020 1 | 40 |
| WORKSHOP ON STRESS MANAGEMENT AT WORKPLACE: TACKLING STRATEGIES | 17-Dec-2019 1 | 50 |

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

| Institution/Department/Faculty | Scheme | Funding Agency | Year of award with duration | Amount |
|--------------------------------|---|----------------|-----------------------------|--------|
| MMMAHILA COLLEGE ARA | UPGRADATION OF LAB AND DEVELOPMENT OF LIBRARY | GOV OF BIHAR | 2020 730 | 600000 |

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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

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10. Number of IQAC meetings held during the year :

3

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

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| | |
|--|--|
| 11. Whether IQAC received funding from any of the funding agency to support its activities during the year? | No |
| 12. Significant contributions made by IQAC during the current year(maximum five bullets) | |
| 1. NATIONAL WEBINAR ON MANAGING JOB STRESS DURING COVID 19 LOCKDOWN BY DEPT OF PSYCHOLOGY. 2. NATIONAL WEBINAR ON COVID19: ITS IMPACT AND OUR COLLECTIVE RESPONSIBILITIES, BY BCA DEPT. 3. TRAING PROGRAMME FOR NONTEACHING ATAFF ON MULTIPLE USE OF SMARTPHONE FOROFFICE WORK. 4. WORKSHOP ON ,STRESS MANAGEMENT AT WORKPLACE: TACKLING STRATEGIES, BY DEPT OF PSYCHOLOGY 5. IQAC TOOK LEAD TO PROMOTE THE DEVELOPMENT AND APPLICATION OF ECONTENT DEVELOPMENT AND LEARNING MANAGEMENT SYSTEM (LMS) DURING LOCKDOWN PERIOD IN THE END OF THE SESSION. | |
| No Files Uploaded !!! | |
| 13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year | |
| Plan of Action | Achivements/Outcomes |
| Training programme for teaching and non teaching staff | training programme on 'smartphone use for office work' |
| IQAC took the lead to promote the development and application of econtent development and Learning Management System (LMS) in the last phase of the session due to lockdown. | online classes conducted youtube video lectures were created and uploaded for students promoting online classes. |
| To conduct more seminar conferences of National / International Level | Different WEBINARS and SEMINARS conducted by departments. |
| NSS/NCC Activities | Different activities were conducted by NSS Unit one and two |
| No Files Uploaded !!! | |
| 14. Whether AQAR was placed before statutory body ? | Yes |
| Name of Statutory Body | Meeting Date |
| IQAC M M MAHILA COLLEGE, ARA | 07-Dec-2021 |
| 15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ? | No |
| 16. Whether institutional data submitted to AISHE: | Yes |
| Year of Submission | 2020 |
| Date of Submission | 11-Feb-2020 |
| 17. Does the Institution have Management Information System ? | Yes |
| If yes, give a brief descripton and a list of modules currently operational (maximum 500 words) | The modules : 1. Online Admission Process 2. Admission List Generation 3. Centralized Online Merit List 4. Offline Challan Payment 5. Coursewise different fee table generation 6. Transfer Certificate Character Certificate Offline Mode 7. Free Education Policy for Girls Child adhered to with Zero fee Admission |

Part B

CRITERION I - CURRICULAR ASPECTS**1.1 - Curriculum Planning and Implementation**

1.1.1 - Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

PG Department of Home Science: The curriculum prescribed by the committee is followed by every following semester. And before completion of every semester the PG department of Home science conducts internals whereby the students are evaluated given assignment, attendance, personality development and coordinated activities. The examination schedule is prepared by the University which is uploaded on the website of the university and college as well as on the notice board. The question paper for the theory examination is prepared by the faculty members of PG department of home science of other Universities. The moderation of the question paper for theory examination is done by faculty along with two external faculty members. The answer books are evaluated by the faculty members of the external universities or as directed by university.

1.1.2 - Certificate/ Diploma Courses introduced during the academic year

| Certificate | Diploma Courses | Dates of Introduction | Duration | Focus on employability/entrepreneurship | Skill Development |
|------------------------------------|-----------------|-----------------------|----------|---|-------------------|
| No Data Entered/Not Applicable !!! | | | | | |

1.2 - Academic Flexibility

1.2.1 - New programmes/courses introduced during the academic year

| Programme/Course | Programme Specialization | Dates of Introduction |
|------------------------------------|--------------------------|-----------------------|
| No Data Entered/Not Applicable !!! | | |

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1.2.2 - Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

| Name of programmes adopting CBCS | Programme Specialization | Date of implementation of CBCS/Elective Course System |
|------------------------------------|--------------------------|---|
| No Data Entered/Not Applicable !!! | | |

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

| Certificate | Diploma Course |
|------------------------------------|----------------|
| No Data Entered/Not Applicable !!! | |

1.3 - Curriculum Enrichment

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

| Value Added Courses | Date of Introduction | Number of Students Enrolled |
|------------------------------------|----------------------|-----------------------------|
| No Data Entered/Not Applicable !!! | | |

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1.3.2 - Field Projects / Internships under taken during the year

| Project/Programme Title | Programme Specialization | No. of students enrolled for Field Projects / Internships |
|-------------------------|--------------------------|---|
| BCA | BCA | 30 |

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1.4 - Feedback System

1.4.1 - Whether structured feedback received from all the stakeholders.

| | |
|-----------|-----|
| Students | Yes |
| Teachers | Yes |
| Employers | Nil |
| Alumni | Nil |

| | |
|---------|-----|
| Parents | Nil |
|---------|-----|

1.4.2 - How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

Feedback is collected from students and teachers, then analyzed for reviewing the quality policy. The college has a system of reviewing feedback from students, the guest faculty and teachers. These inputs are looked into while each department conducts activities to improve the knowledge of students. Suggestions from students and parents are always welcome and further incorporated wherever possible. Our faculty members, who are connected with the framing of the curriculum make significant and meaningful contributions. At the parents-teachers meetings, parents voice about the education provided by the Institution. Our faculty takes their opinion and makes an effort to address them appropriately.

CRITERION II - TEACHING- LEARNING AND EVALUATION

2.1 - Student Enrolment and Profile

2.1.1 - Demand Ratio during the year

| Name of the Programme | Programme Specialization | Number of seats available | Number of Application received | Students Enrolled |
|-----------------------|--------------------------|---------------------------|--------------------------------|-------------------|
| BA | Hons . | 1692 | Nil | 1626 |
| BSc | Hons . | 622 | Nil | 313 |
| MA | Home Science | 187 | Nil | 134 |
| MA | Psychology | 111 | Nil | 102 |
| BCA | COMPUTER APPLICATION | 30 | Nil | 18 |

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2.2 - Catering to Student Diversity

2.2.1 - Student - Full time teacher ratio (current year data)

| Year | Number of students enrolled in the institution (UG) | Number of students enrolled in the institution (PG) | Number of fulltime teachers available in the institution teaching only UG courses | Number of fulltime teachers available in the institution teaching only PG courses | Number of teachers teaching both UG and PG courses |
|------|---|---|---|---|--|
| 2019 | 3122 | 406 | 16 | 2 | 8 |

2.3 - Teaching - Learning Process

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

| Number of Teachers on Roll | Number of teachers using ICT (LMS, e-Resources) | ICT Tools and resources available | Number of ICT enabled Classrooms | Number of smart classrooms | E-resources and techniques used |
|----------------------------|---|-----------------------------------|----------------------------------|----------------------------|---------------------------------|
| 32 | 32 | 4 | 4 | 2 | 4 |

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

Mentoring of students is conducted by the full time teachers of the departments of the institution. They provide students with practical, timely and impartial information service and advice. Mentoring of students entails following objectives : Promoting the academic, moral, social and cultural development and physical fitness of students.

| Number of students enrolled in the institution | Number of fulltime teachers | Mentor : Mentee Ratio |
|--|-----------------------------|-----------------------|
| 3122 | 32 | 1 : 98 |

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers appointed during the year

| No. of sanctioned positions | No. of filled positions | Vacant positions | Positions filled during the current year | No. of faculty with Ph.D |
|-----------------------------|-------------------------|------------------|--|--------------------------|
|-----------------------------|-------------------------|------------------|--|--------------------------|

| | | | | |
|----|----|-----|---|----|
| 51 | 26 | Nil | 7 | 19 |
|----|----|-----|---|----|

2.4.2 - Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

| Year of Award | Name of full time teachers receiving awards from state level, national level, international level | Designation | Name of the award, fellowship, received from Government or recognized bodies |
|---------------|---|---------------------|---|
| 2019 | DR PRIYA KUMARI | Assistant Professor | Excellence in Research award by PRAGATI, GAPS, Dhanbad, Jharkhand |
| 2019 | DR NIDHI SINHA | Assistant Professor | Excellence in Research award for outstanding contribution in the field of Home Science Extension by Science and Technology Society for integrated rural improvements. |
| 2019 | DR VIJAYSHRI | Assistant Professor | Awarded membership of IAHP JULY 2019 |

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2.5 - Evaluation Process and Reforms

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

| Programme Name | Programme Code | Semester/ year | Last date of the last semester-end/ year-end examination | Date of declaration of results of semester-end/ year- end examination |
|----------------|----------------|----------------|--|---|
| BA | Nil | III YEAR | 29/12/2020 | 03/05/2021 |
| BSc | Nil | III YEAR | 29/12/2020 | 03/05/2021 |
| BCA | Nil | SEM III | 27/07/2019 | 04/09/2019 |
| BCA | Nil | SEM IV | 03/03/2020 | 02/07/2020 |
| MA | Nil | SEM III | 24/04/2021 | Nil |
| MA | Nil | SEM II | 24/04/2021 | Nil |

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

The evaluation of the annual system (UG) is carried out through annual examination the schedule of which is published by the university and conducted by the respective colleges. The time table of the examination is displayed on the university / college website and letter on the notice board of the college. Question are set by the university and sent to the college examination centre. After the examination the answer book are sent to the examination section of the university whereby there evaluated through a centralized evaluation system. The evaluation of the PG CBCS (Psychology Home science) System is carried out through a system where the schedule is published by the university and sent to the respective colleges. The time table is displayed on the university/college website and letter on the college notice board. Questions are set by the university from each unit covering all the topics and sent to the college examination centre. After the examination the college sends the answer books to the university examination centre for evaluation through a centralized evaluation system.

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

The University prepares the academic calendar and the dates of examination of various courses/programs. The college accordingly follows up the same and prepares its own academic calendar. The examination department prepares the examination programs and sets questions papers which are sent to the examination centres/colleges at the time of examination along with the answer-books. The program of the examination is uploaded on the University website in advance. After duly conducting the examination the answer-books are sent to the different centres scheduled by the University examination department. A centralized/decentralized evaluation systems functions as per schedule where the answer-books are evaluated. The examination department of University declares the result of the examination on University website

2.6 - Student Performance and Learning Outcomes

2.6.1 - Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://www.mmmcollegeara.org/copo.php>

2.6.2 - Pass percentage of students

| Programme Code | Programme Name | Programme Specialization | Number of students appeared in the final year examination | Number of students passed in final year examination | Pass Percentage |
|----------------|----------------|----------------------------------|---|---|-----------------|
| PG | MA | HOMESCIENCE | 77 | 48 | 62.33 |
| PG | MA | PSYCHOLOGY | 98 | 75 | 76.53 |
| UG | BA | BACHELOR OF ARTS | 891 | 809 | 90.79 |
| UG | BSc | BACHELOR OF SCIENCE | 262 | 222 | 84.63 |
| UG | BCA | BACHELOR OF COMPUTER APPLICATION | 20 | 20 | 100 |

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2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

No Data Entered/Not Applicable !!!

CRITERION III - RESEARCH, INNOVATIONS AND EXTENSION**3.1 - Resource Mobilization for Research**

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

| Nature of the Project | Duration | Name of the funding agency | Total grant sanctioned | Amount received during the year |
|------------------------------------|----------|----------------------------|------------------------|---------------------------------|
| No Data Entered/Not Applicable !!! | | | | |

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3.2 - Innovation Ecosystem

3.2.1 - Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

| Title of workshop/seminar | Name of the Dept. | Date |
|---|-------------------|------------|
| Quiz Competition on History of English Literature | ENGLISH | 14/09/2019 |
| Marriage Customses of different Religion | BCA | 21/01/2020 |
| National Webinar on COVID-19 Its Impact Our Collective Responsibilities. | BCA | 07/06/2020 |
| Lecture on Yoga Philosophy | PHILOSOPHY | 16/03/2020 |
| Kavya Goshthi | HINDI | 06/03/2020 |
| Departmental Seminar on the topic "History of Economic Growth of Bihar and its contribution towards the growth of India | ECONOMICS | 04/01/2020 |
| DRAWING COMPETITION ON STRUCTURE OF PLANT CELL | BOTONY | 09/08/2019 |
| SPECIAL LECTURE ON LINKAGE | BOTONY | 14/09/2019 |
| QUIZ COMPETITION ON ECOLOGICAL ADAPTATION | BOTONY | 29/01/2020 |
| Quiz Competition | HISTORY | 20/01/2020 |
| महिलाओ पर बढ़ते अत्याचार कारण और निवारण | POLITICAL SCIENCE | 16/12/2019 |
| Scope of Psychology Job Opportunities | PSYCHOLOGY | 10/08/2019 |
| Stress Management at work-place:Tackling strategies | PSYCHOLOGY | 17/12/2019 |
| Celebrating constitution Day | POLITICAL | 26/11/2019 |

| | | |
|--|--------------|------------|
| | SCIENCE | |
| Covid-19 and mental health | PSYCHOLOGY | 21/05/2020 |
| Managing Job stress during covid-19 lockdown | PSYCHOLOGY | 07/06/2020 |
| Special Lecture on Fuel Cells | CHEMISTRY | 15/10/2019 |
| Presentation by students on topic Discovery of DNA | CHEMISTRY | 22/01/2020 |
| QUIZ ON PARASITISM | ZOOLOGY | 10/08/2019 |
| Group discussion on Eco-System | ZOOLOGY | 20/11/2019 |
| Seminar-Arsenic Pollution (BIHAR) | ZOOLOGY | 28/01/2020 |
| Netaji subhash chandra bose jayanti plantation | BCA | 23/01/2020 |
| Salad Decoration Competition | HOME SCIENCE | 07/01/2020 |
| Folder Making Competition | HOME SCIENCE | 17/01/2020 |
| Product Development | HOME SCIENCE | 22/01/2020 |
| Quiz on census in INDIA | ECONOMICS | 26/08/2019 |
| Sanskrit Shloka Path | SANSKRIT | 09/11/2019 |

3.2.2 - Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

| Title of the innovation | Name of Awardee | Awarding Agency | Date of award | Category |
|------------------------------------|-----------------|-----------------|---------------|----------|
| No Data Entered/Not Applicable !!! | | | | |
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3.2.3 - No. of Incubation centre created, start-ups incubated on campus during the year

| Incubation Center | Name | Sponsored By | Name of the Start-up | Nature of Start-up | Date of Commencement |
|------------------------------------|------|--------------|----------------------|--------------------|----------------------|
| No Data Entered/Not Applicable !!! | | | | | |
| No file uploaded. | | | | | |

3.3 - Research Publications and Awards

3.3.1 - Incentive to the teachers who receive recognition/awards

| State | National | International |
|-------|----------|---------------|
| | 3 | |

3.3.2 - Ph. Ds awarded during the year (applicable for PG College, Research Center)

| Name of the Department | Number of PhD's Awarded |
|------------------------------------|-------------------------|
| No Data Entered/Not Applicable !!! | |

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

| Type | Department | Number of Publication | Average Impact Factor (if any) |
|---------------|------------|-----------------------|--------------------------------|
| International | PSYCHOLOGY | 4 | 5.1 |
| International | CHEMISTRY | 3 | 3.79 |
| International | PHYSICS | 1 | Nil |
| National | ENGLISH | 1 | 3.96 |

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3.3.4 - Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

| Department | Number of Publication |
|------------|-----------------------|
| ECONOMICS | 2 |
| PSYCHOLOGY | 1 |
| PHILOSOPHY | 1 |
| SANSKRIT | 1 |

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

| Title of the Paper | Name of Author | Title of journal | Year of publication | Citation Index | Institutional affiliation as mentioned in the publication | Number of citations excluding self citation |
|------------------------------------|----------------|------------------|---------------------|----------------|---|---|
| No Data Entered/Not Applicable !!! | | | | | | |

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3.3.6 - h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

| Title of the Paper | Name of Author | Title of journal | Year of publication | h-index | Number of citations excluding self citation | Institutional affiliation as mentioned in the publication |
|------------------------------------|----------------|------------------|---------------------|---------|---|---|
| No Data Entered/Not Applicable !!! | | | | | | |

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

| Number of Faculty | International | National | State | Local |
|-----------------------------|---------------|----------|-------|-------|
| Attended/Seminars/Workshops | 16 | 45 | 1 | 2 |
| Presented papers | 6 | 8 | Nil | Nil |
| Resource persons | 1 | 3 | Nil | Nil |

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3.4 - Extension Activities

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

| Title of the activities | Organising unit/agency/ collaborating agency | Number of teachers participated in such activities | Number of students participated in such activities |
|------------------------------------|--|--|--|
| No Data Entered/Not Applicable !!! | | | |

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

| Name of the activity | Award/Recognition | Awarding Bodies | Number of students Benefited |
|------------------------------------|-------------------|-----------------|------------------------------|
| No Data Entered/Not Applicable !!! | | | |

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

| Name of the scheme | Organising unit/Agency/collaborating agency | Name of the activity | Number of teachers participated in such activities | Number of students participated in such activities |
|------------------------------------|---|----------------------|--|--|
| No Data Entered/Not Applicable !!! | | | | |

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3.5 - Collaborations

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

| Nature of activity | Participant | Source of financial support | Duration |
|------------------------------------|-------------|-----------------------------|----------|
| No Data Entered/Not Applicable !!! | | | |

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

| Nature of | Title of the | Name of the partnering institution/ industry /research | Duration | Duration | Participant |
|-----------|--------------|--|----------|----------|-------------|
|-----------|--------------|--|----------|----------|-------------|

| | | | | | | | | | |
|---|--------------------|--|---|---------------------------------------|--|--------------------|-----------------------------|---------------------------------|--------|
| linkage | linkage | lab with contact details | | | | From | To | | |
| No Data Entered/Not Applicable !!! | | | | | | | | | |
| No file uploaded. | | | | | | | | | |
| 3.5.3 - MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year | | | | | | | | | |
| Organisation | Date of MoU signed | Purpose/Activities | Number of students/teachers participated under MoUs | | | | | | |
| No Data Entered/Not Applicable !!! | | | | | | | | | |
| No file uploaded. | | | | | | | | | |
| CRITERION IV - INFRASTRUCTURE AND LEARNING RESOURCES | | | | | | | | | |
| 4.1 - Physical Facilities | | | | | | | | | |
| 4.1.1 - Budget allocation, excluding salary for infrastructure augmentation during the year | | | | | | | | | |
| Budget allocated for infrastructure augmentation | | | | | Budget utilized for infrastructure development | | | | |
| Nill | | | | | 2963730 | | | | |
| 4.1.2 - Details of augmentation in infrastructure facilities during the year | | | | | | | | | |
| Facilities | | | | | | | | Existing or Newly Added | |
| Campus Area | | | | | | | | Existing | |
| Class rooms | | | | | | | | Newly Added | |
| Laboratories | | | | | | | | Existing | |
| Seminar Halls | | | | | | | | Existing | |
| Classrooms with LCD facilities | | | | | | | | Existing | |
| Classrooms with Wi-Fi OR LAN | | | | | | | | Existing | |
| Value of the equipment purchased during the year (rs. in lakhs) | | | | | | | | Newly Added | |
| No file uploaded. | | | | | | | | | |
| 4.2 - Library as a Learning Resource | | | | | | | | | |
| 4.2.1 - Library is automated {Integrated Library Management System (ILMS)} | | | | | | | | | |
| Name of the ILMS software | | Nature of automation (fully or patially) | | | Version | Year of automation | | | |
| 20377 | | Partially | | | Nill | 2016 | | | |
| 4.2.2 - Library Services | | | | | | | | | |
| Library Service Type | | Existing | | Newly Added | | Total | | | |
| Text Books | | 24040 | Nill | 1631 | Nill | 25671 | Nill | | |
| Journals | | 5 | Nill | Nill | Nill | 5 | Nill | | |
| No file uploaded. | | | | | | | | | |
| 4.2.3 - E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc | | | | | | | | | |
| Name of the Teacher | | Name of the Module | | Platform on which module is developed | | | Date of launching e-content | | |
| No Data Entered/Not Applicable !!! | | | | | | | | | |
| No file uploaded. | | | | | | | | | |
| 4.3 - IT Infrastructure | | | | | | | | | |
| 4.3.1 - Technology Upgradation (overall) | | | | | | | | | |
| Type | Total Computers | Computer Lab | Internet | Browsing centers | Computer Centers | Office | Departments | Available Bandwidth (MBPS/GBPS) | Others |
| Existing | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Added | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

| | | | | | | | | | |
|-------|---|---|---|---|---|---|---|---|---|
| Total | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
|-------|---|---|---|---|---|---|---|---|---|

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

72 MBPS/ GBPS

4.3.3 - Facility for e-content

| Name of the e-content development facility | Provide the link of the videos and media centre and recording facility |
|--|---|
| virtual lab, Dept of BCA, M. M. Mahila college | https://docs.google.com/spreadsheets/d/1UeRhsh74tZ9S-teb3tYBdYuThiXXJc9cLDj4dY4DhKM/edit?usp=sharing |

4.4 - Maintenance of Campus Infrastructure

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

| Assigned Budget on academic facilities | Expenditure incurred on maintenance of academic facilities | Assigned budget on physical facilities | Expenditure incurred on maintenance of physical facilities |
|--|--|--|--|
| Nil | 459341 | Nil | 420690 |

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

The procedure and policies for maintaining and utilizing physical, academic and support facilities are performed for a streamlined effect laboratory. The various UG laboratory like physics, chemistry, botany and zoology are provided with contingency by the college. Contingency fund is given to meet urgent expenditure of the laboratory and its practical work. The government of Bihar granted a sum of rupees 4 lakhs for the upgradation of the UG practical laboratory of physics, chemistry, botany and zoology. The PG department of Home science and psychology is provided with the regular contingency fund from the college. Books in the library are provided frequently through MP fund. Government of Bihar provided an amount of rupees 2 lakhs for the purchase of general books. Sports complex is maintained by the fund provided by RUSA. Computer maintenance is practiced. The computer is kept unrestricted and is protected from potential threats like viruses, malware and hard drive failure. The college repair the computers if and when needed by providing the necessary fund. The hostel and classrooms are routinely maintained and renovation under RUSA funding is being done.

CRITERION V - STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Scholarships and Financial Support

| | Name/Title of the scheme | Number of students | Amount in Rupees |
|--------------------------------------|---|--------------------|------------------|
| Financial Support from institution | Nil | Nil | Nil |
| Financial Support from Other Sources | | | |
| a) National | 1. POST MATRIC SCHOLARSHIP. 2. MINORITY AND MAULANA AZAD NATIONAL SCHOLARSHIP | 161 | Nil |
| b) International | Nil | Nil | Nil |

No file uploaded.

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

| Name of the capability enhancement scheme | Date of implementation | Number of students enrolled | Agencies involved |
|---|------------------------|-----------------------------|-------------------|
| No Data Entered/Not Applicable !!! | | | |

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

| Year | Name of the scheme | Number of benefited students for competitive examination | Number of benefited students by career counseling activities | Number of students who have passed in the comp. exam | Number of students placed | |
|--|--|--|--|--|-------------------------------|---------------------|
| No Data Entered/Not Applicable !!! | | | | | | |
| No file uploaded. | | | | | | |
| 5.1.4 - Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year | | | | | | |
| Total grievances received | | Number of grievances redressed | | Avg. number of days for grievance redressal | | |
| 245 | | 245 | | 20 | | |
| 5.2 - Student Progression | | | | | | |
| 5.2.1 - Details of campus placement during the year | | | | | | |
| On campus | | | Off campus | | | |
| Name of organizations visited | Number of students participated | Number of students placed | Name of organizations visited | Number of students participated | Number of students placed | |
| No Data Entered/Not Applicable !!! | | | | | | |
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| 5.2.2 - Student progression to higher education in percentage during the year | | | | | | |
| Year | Number of students enrolling into higher education | Programme graduated from | Department graduated from | Name of institution joined | Name of programme admitted to | |
| No Data Entered/Not Applicable !!! | | | | | | |
| No file uploaded. | | | | | | |
| 5.2.3 - Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services) | | | | | | |
| Items | Number of students selected/ qualifying | | | | | |
| No Data Entered/Not Applicable !!! | | | | | | |
| No file uploaded. | | | | | | |
| 5.2.4 - Sports and cultural activities / competitions organised at the institution level during the year | | | | | | |
| Activity | | | Level | Number of Participants | | |
| INTER COLLEGE CULTURAL COMPETITION | | | UNIVERSITY | 36 | | |
| No file uploaded. | | | | | | |
| 5.3 - Student Participation and Activities | | | | | | |
| 5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) | | | | | | |
| Year | Name of the award/medal | National/ International | Number of awards for Sports | Number of awards for Cultural | Student ID number | Name of the student |
| No Data Entered/Not Applicable !!! | | | | | | |
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| 5.3.2 - Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words) | | | | | | |
| No Data Entered/Not Applicable !!! | | | | | | |
| 5.4 - Alumni Engagement | | | | | | |
| 5.4.1 - Whether the institution has registered Alumni Association? | | | | | | |
| No Data Entered/Not Applicable !!! | | | | | | |

5.4.2 - No. of enrolled Alumni:

70

5.4.3 - Alumni contribution during the year (in Rupees) :

No Data Entered/Not Applicable !!!

5.4.4 - Meetings/activities organized by Alumni Association :

No Data Entered/Not Applicable !!!

CRITERION VI - GOVERNANCE, LEADERSHIP AND MANAGEMENT**6.1 - Institutional Vision and Leadership**

6.1.1 - Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The institution believes in the policy of decentralized and participatory functioning. The Principal is at the highest post as the Chief Administrative and Executive functionary of the College, well supported by a series of Office bearers of different orders. Bursars, Proctors, Controller of Examination, Asstt. RTI Officer, BCA Co-ordinator, Asstt. Co-ordinator NOU, Athletics President, Media-in-charge, Wifi-incharge, Cultural-in-charge, Research Development Cell, Garden Cell, Grievance Cell, Hostel Warden, Road Safety Management, Nodal Officer admission, Library-in-charge, Nodal Officer or AISHE, Hostel Superintendent and Caretaker of General as well as Welfare Girls Hostel, NCC caretaker, NSS Programmer Officer of two units. They serve as in charge in their respective fields mounting the academic and allied responsibilities for quality enhancement and sustainable development. The IQAC was reconstructed, the coordinator Asstt. Co-ordinator were appointed from the permanent faculty to promote participative functioning.

6.1.2 - Does the institution have a Management Information System (MIS)?

Partial

6.2 - Strategy Development and Deployment

6.2.1 - Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

| Strategy Type | Details |
|--|---|
| Teaching and Learning | The college has always promoted a healthy and effective teaching learning mechanism. With the implementation of the practice of group discussions, assignments, seminar, paper presentation etc. This helps the learners to be more creative, practical and confident. Along with the traditional methods classroom teaching, the usage of ICT techniques has been on rise. |
| Research and Development | The College has been fowling on and taking keen interest in promotion of Research and extension activities the Accreditation in 2016. It has also taken initiatives to encourage and build a scientific temper among students. An all our effort to promote research oriented talents such as creativity and innovation has been taken, by the Research and Development Cell instituted by the college. One of the major activities of R D Cell has been to promote research presentations were made in National / International / State Seminars, 24 research articles were published in National / International journals an in seminar proceedings. During the Past accreditation period, the faculty have produced 4 publications in SCOPUS / Web of Science including 33 citations. One book published with ISSN/ISBN by Dr. Vijayshri, Dept. of Psychology. Most of the research articles are in peer reviewed journals. 3 teachers took to Ph.D studies, Out of which 2 were awarded Ph.D. degree. |
| Library, ICT and Physical Infrastructure / Instrumentation | The library is a research centre. Books are purchased for the library as per availability of fund various departments so that sufficient books are made available for reference for borrowing. Apart from the course material, the library caters to the divergent needs of the students. Magazines and general books are also available. ICT facilities are made available in the library to facilitated online referencing to the students. The sensitization lectures are for the first year students to be aware of the rules and regulations of the library and also the resources available to them. |

| | |
|----------------------------|--|
| Human Resource Management | Teaching quality is enhanced by involvement in research and development programmes. The teachers are adequately qualified and experienced. The sanctioned posts are 51 but at present only 26 posts are filled. Out of which 19 are Ph.D. holders. There are 3 Adhoc teachers, two in the department of Political Science and one in Hindi Department also 3 in BCA dept. |
| Curriculum Development | The choice based creative system (CBCS) in PG (2) programmes (Home Science Psychology) for the academic session 2018-19. At the same time the semester system of academic programmes has been introduced. The curriculum of these are designed by the experts from academic and profession fields under the guidance of university considering the demand and contemporary trends. |
| Examination and Evaluation | The college has the conventional method of Examination. And Evaluation is carried under the supervision of heads for smooth implementation of the entire process. |
| Admission of Students | The admission of the students in the college in different Programmes/courses follows a well drawn online offline process OFSS. |

6.2.2 - Implementation of e-governance in areas of operations:

| E-governance area | Details |
|-------------------------------|--|
| Examination | the online examination form is filled by the students on the university portal. The entire examination procedure is handled by the teachers of the department manually. It includes verification of the examination form computing off marks and sending the marks to the university examination department. Due to COVID-19 crisis the examination procedure delayed for some time and taken back in form of assignment based examination for the convenience of the students, especially for those belonging to rural areas. |
| Student Admission and Support | Every information about the admission process in each program is communicated by the University to the colleges where admission process is fully automated involving online mode of application and fee transaction. Amid the current COVID crisis online classes were conducted smoothly. The university conducted assignment based examination for UG, PG and BCA which was duly implemented by the college. |
| Administration | The overall administration of the institution is supported and upheld by a partial e-communication and e-resource. Internet facility enables the departments and officers/cells to transmit important data and information. Within the college, head of the institute remains in contact with the heads of the departments and administrative officers through a communication network for circulation of needful information. |

6.3 - Faculty Empowerment Strategies

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

| Year | Name of Teacher | Name of conference/ workshop attended for which financial support provided | Name of the professional body for which membership fee is provided | Amount of support |
|------------------------------------|-----------------|--|--|-------------------|
| No Data Entered/Not Applicable !!! | | | | |
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6.3.2 - Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

| Year | Title of the professional development programme organised for teaching staff | Title of the administrative training programme organised for non-teaching staff | From date | To Date | Number of participants (Teaching staff) | Number of participants (non-teaching staff) |
|------|--|---|------------|------------|---|---|
| 2020 | Nil | MULTIPLE USE OF SMARTPHONE FOR OFFICE WORK | 07/01/2020 | 07/01/2020 | Nil | 10 |

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

| Title of the professional development programme | Number of teachers who attended | From Date | To date | Duration |
|---|---------------------------------|-----------|---------|----------|
| ORIENTATION PROGRAMME | 4 | Nill | Nill | Nill |
| REFRESHER COURSE | 3 | Nill | Nill | Nill |
| SHORT TERM COURSE | 1 | Nill | Nill | Nill |
| TRAINING COURSE | 1 | Nill | Nill | Nill |
| FACULTY DEVELOPMENT PROGRAMME | 9 | Nill | Nill | Nill |

[View File](#)

6.3.4 - Faculty and Staff recruitment (no. for permanent recruitment):

| Teaching | | Non-teaching | |
|-----------|-----------|--------------|-----------|
| Permanent | Full Time | Permanent | Full Time |
| 7 | Nill | Nill | Nill |

6.3.5 - Welfare schemes for

| Teaching | Non-teaching | Students |
|--|-------------------------|-----------|
| EMPLOYEE PROVIDENT FUND FOR PERMANENT TEACHERS | EMPLOYEE PROVIDENT FUND | FREESHIPS |

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly (with in 100 words each)

All accounts are audited by a statutory Auditor for every financial year the accounts of the College are subject to audit by the external qualified, chartered accountant appointed by the university. The qualified remarks made by the auditor are taken into consideration. The head of the institution takes keen interest in observing the administrative performance at the levels.

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

| Name of the non government funding agencies /individuals | Funds/ Grnats received in Rs. | Purpose |
|--|-------------------------------|---------|
| No Data Entered/Not Applicable !!! | | |
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6.4.3 - Total corpus fund generated

No Data Entered/Not Applicable !!!

6.5 - Internal Quality Assurance System

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

| Audit Type | External | | Internal | |
|----------------|----------|--------|----------|--|
| | Yes/No | Agency | Yes/No | Authority |
| Academic | Nill | Nill | Yes | IQAC |
| Administrative | Nill | Nill | Yes | SANJAY JHA ASSOCIATES CHARTERED ACCUNTANT, PATNA |

6.5.2 - Activities and support from the Parent - Teacher Association (at least three)

No Data Entered/Not Applicable !!!

6.5.3 - Development programmes for support staff (at least three)

1. training programme on multiple use of smartphone for office work on 7th Jan 2020.

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

1. Renovation and new construction of building and purchase of equipments under RUSA scheme. 2. Proposal for certificate course in performing arts. 3. proposal for certificate course in textile designing

6.5.5 - Internal Quality Assurance System Details

a) Submission of Data for AISHE portal

Yes

| | |
|----------------------------------|------------|
| b)Participation in NIRF | Nil |
| c)ISO certification | Nil |
| d)NBA or any other quality audit | Nil |

6.5.6 - Number of Quality Initiatives undertaken during the year

| Year | Name of quality initiative by IQAC | Date of conducting IQAC | Duration From | Duration To | Number of participants |
|------|--|-------------------------|---------------|-------------|------------------------|
| 2019 | WORKSHOP ON STRESS MANAGEMENT AT WORKPLACE: TACKLING STRATEGIES | 17/12/2019 | Nil | Nil | 50 |
| 2020 | CELEBRATING NETAJI SUBHASH CHANDRA JAYANTI AND PLANTATION | 23/01/2020 | Nil | Nil | 40 |
| 2020 | NATIONAL WEBINAR ON COVID-19: ITS IMPACT AND OUR COLLECTIVE RESPONSIBILITIES | 07/06/2020 | Nil | Nil | 130 |
| 2020 | NATIONAL WEBINAR ON MANAGING JOB STRESS DURING COVID 19 LOCKDOWN | 07/06/2020 | Nil | Nil | 90 |
| 2020 | TRAINING PROGRAMME ON MULTIPLE USE OF SMARTPHONE FOR OFFICE WORK | 07/01/2020 | Nil | Nil | 10 |

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CRITERION VII - INSTITUTIONAL VALUES AND BEST PRACTICES**7.1 - Institutional Values and Social Responsibilities**

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

| Title of the programme | Period from | Period To | Number of Participants | |
|---|-------------|-----------|------------------------|------|
| | | | Female | Male |
| No Data Entered/Not Applicable !!! | | | | |

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

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

No Data Entered/Not Applicable !!!

7.1.3 - Differently abled (Divyangjan) friendliness

| Item facilities | Yes/No | Number of beneficiaries |
|----------------------------|--------|-------------------------|
| Ramp/Rails | Yes | Nil |
| Rest Rooms | Yes | Nil |
| Scribes for examination | Yes | Nil |
| Any other similar facility | Yes | Nil |

7.1.4 - Inclusion and Situatedness

| Year | Number of initiatives to address locational advantages and disadvantages | Number of initiatives taken to engage with and contribute to local community | Date | Duration | Name of initiative | Issues addressed | Number of participating students and staff |
|------|--|--|------------|----------|------------------------------|------------------|--|
| 2019 | Nil | 1 | 31/07/2019 | 1 | WATER CONSERVATION PROGRAMME | Nil | 30 |
| 2019 | Nil | 1 | 01/08/2019 | 1 | SWACHHATA ABHIYAN RALLY | Nil | 30 |
| 2019 | Nil | 1 | 02/08/2019 | 1 | HEALTH CAMP | Nil | 30 |
| 2019 | Nil | 1 | 03/08/2019 | 1 | BETI BACHAO BETI PADHAO | Nil | 30 |
| 2019 | Nil | 1 | 04/08/2019 | 1 | PLANTATION | Nil | 30 |

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7.1.5 - Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

| Title | Date of publication | Follow up(max 100 words) |
|--|---------------------|--------------------------|
| MMMAHILA COLLEGE ARA REVISED E-HANDBOOK FOR BA,BSC,BCA | 01/07/2019 | Nil |
| MMMAHILA COLLEGE ARA REVISED E-HANDBOOK FOR PG | 01/07/2019 | Nil |

7.1.6 - Activities conducted for promotion of universal Values and Ethics

| Activity | Duration From | Duration To | Number of participants |
|------------------------------------|---------------|-------------|------------------------|
| No Data Entered/Not Applicable !!! | | | |
| No file uploaded. | | | |

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

| |
|--|
| 1. PLANTATION IN CAMPUS. 2. GROUP DISCUSSION ON ECO-SYSTEM BY DEPT OF ZOOLOGY. |
|--|

7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices

| |
|--|
| 1. Distribution of hand made masks was done by the volunteers of NSS during COVID-19 LOCKDOWN. 2. The college offered its premises to the district administration as community kitchen for people in quarantine. |
|--|

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

7.3 - Institutional Distinctiveness

7.3.1 - Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

| |
|---------------------|
| No data entered !!! |
|---------------------|

8.Future Plans of Actions for Next Academic Year

| |
|--|
| <p>1. To strengthen learning outcomes of programs, pedagogical strategies, training programs. 2. Resource mobilization for developing common facilities for students, teaching staff and non teaching staff. 3. To fulfill the demand of parents, alumni students and local area necessity for the PG programs. 4.Feedback for the students and other stakeholders like parents, alumni and employers to be taken to the relevant platform. 5. To strengthen the highly rated departments including science departments with more teaching aids and laboratory equipments. 6. To develop training, Research and consultancy areas attention is needed to be paid to specializations and teacher quality. 7. To ensure qualitative research in different areas, resource mobilization for developing common facilities steps should be taken to enlarge and enrich the learning infrastructure. 8. Since infrastructure area funding for research is not available, Various funding agencies may be approached for research projects. 9 Initiating quality research journals and online digital library for PG and PhD students as per UGC regulations. 10. In this massive online shift while we still might be in a structured Framework there is a need to reposition. In view of this the following plan is proposed for the academic session. Two proposed certificate courses in textile designing and performing arts will be introduced. 11. Upgrade the infrastructure and resources for the empowerment of the college. 12. Procure implements/tools for sanitization under standard operating procedures. 13. To enable faculty by promoting IT tools. 14. To introduce online/ offline, skill based /value added courses, the college is planning to organize online/ offline faculty development programme, International and national webinars, conferences, symposia. 15. Further strengthen and consolidate the working of career guidance and placement cell, targeting to make the college an attractive destination for recruiters. 16. To organize pre-placement talks, workshops. Introduce online feedback form for parents and alimony and online student satisfaction survey. 17. Steps to lay stress on more research Publication and creation of socially relevant knowledge through research in collaboration with universities, civil societies, industries and government organizations. 18. To increase the outreach activities of NSS and NCC. 19. Consolidate two best practices: 1. ARANYA- An initiative towards Environmental peace, harmony and environmental consciousness. 2. VIRASAT- An attempt to preserve local heritage.</p> |
|--|