Self Study Report (SSR)

FOR

ASSESSMENT & ACCREDITATION

(1ˢᵗ CYCLE)

KATRAS COLLEGE, KATRASGARH

A CONSTITUENT UNIT
OF
VINOBA BHAVE UNIVERSITY, HAZARIBAG
(JHARKHAND)

Submitted to :

NATIONAL ASSESSMENT & ACCREDITATION COUNCIL

NAGARABAVI, BANGALORE-560072

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COLLEGE LOGO

विद्या ऽमृत मऽऩुते

The College, emblem gives the message that

"KNOWLEDGE GIVES ENLIGHTMENT"

It is the guiding Principle of Katras College Katrasgarh that Education is not limited to Information, Education is a process of Inculcating Virtues like Truth, Fearlessness and Self – Reliance.

Dr pramod Kumar Jha
Principal
Katrasd College, Katrasgarh
Mobile:-+9199877963
Email:- pramodkumajha@gmail.com

Preface

It is a matter of great pleasure and pride for us that katras College, Katrasgarh is submitting its Self Study Report for the first cycle of Accreditation by National Assessment of Accreditation Council(NAAC),Bangalore.

Katras College, Katrasgarh has prepared this Self Study Report as per the guidelines provided by NAAC .The SSR reflects not only the academic administrative and extra-curricular activities of the college during the past year but also its aspirations and plans for the future. During the preparation of the report ,the college became conscious of its weaknesses and short comings, but it also become conscious of its strength .The report gave us confidence and courage to face the challenges, and lead the college to the new heights of glory.

Katras College, Katrasgarh has tried its best to improve its teaching-learning method, and develop its infrastructure. It has always worked on students' support and guardians' views and suggestions.

The preparation of this Self study Report gave the great opportunity to work with all the members of the college-family. I offer my thanks to the members of the college Steering-committee. Internal Quality Assurance Cell, the members of various Committees and Computer Operators for sharing the responsibilities of drafting the SSR. Academic as well as Co-Curricular and Extra-Curricular activities of the students and the academic and administrative contribution of the faculty members are analyzed with an honest heart as the purpose is to improve and achieve perfection.

I am sincerely thankful to our Hon'ble Vice-Chancellor, Dr. Gurdeep Singh, who encouraged and inspired Katras College, Katrasgarh to get ready for NAAC Accreditation. I express my deep sense of gratitude to our Hon'ble Vice-Chancellor, Dr. Gurdeep Singh.

Criterion I presents curricular activities of the College, and highlights all aspects of curriculum planning academic facility, curriculum enrichment and feedback system of the College.

Criterion II focuses on the teaching learning process, the performance of students and Teachers.

Criterion III presents a broad discussion on RESEARCH – ACTIVITIES of the College.

Criterion IV presents a detailed report on the physical facilities and infrastructure of the College, including library – facility, counseling and career guidance and total sitting capacity.

Criterion V discusses student support and progression. It also discusses arrangement for resolving issues pertaining sexual harassment.

Criterion VI is a study of the vision and mission of the college, and its role in changing the facility for the better. The role of the principal and the faculty Members in designing educational policy and plan has also been discussed.

Criterion VII discusses steps taken to Environment consciousness among students and Staff members.

I hope the NAAC team will appreciate our honest and Sincere efforts.

(Dr. P. K. Jha)

Principal

Katras College, Ktarasgarh

Pro. Ajaya Kumar Singh
Co-ordinator, NAAC Steering Committee
Mobile:9431145925
Email :ajayakumarsingh.245@gmail.com

"Education is the most powerful weapon
Which you can use to change the world."
Nelson Mandela

I feel great pleasure to present the Self Study Report of Katras College, Katrasgarh. The NAAC Steering Committee was on a mission to prepare a comprehensive report, based on the questionnaires, provided by NAAC Banglore and the mission has now been accomplished.

I thank all the members of the college teaching Staff for their whole hearted Co-operation on behalf of the NAAC Steering Committee of the College, I thank all the members of the College Non-Teaching Staff. Without their Co-operation ,hard work and Sprit, this mission would not have been accomplished.

I express my deep sense of gratitude to our Hon'ble Vice-Chancellor, Dr. Gurdeep Singh. Who inspired Katras College, Katrasgarh to work for NAAC Accreditation.

The Steering committee ,thanks Principal Dr. P. K. Jha who took active interest and guided it at every step in the preparation of this SSR.

Ajaya Kumar Singh

HISTORY OF KATARSGARH

Katras is an important centre of coal production and business in the district of Dhanbad, the coal capital of Jharkhand .

It is located at 23.8^0 N 86.28^0 E. it has an average elevation of 201 hectares.

It is believed that Katrasgarh ,firstly known as Katras came into existence more than 200 years ago. It was named Katras after the river 'Katri' which flows by it .Around 1900 A.D. a large number of migrants from Bihar (North Bihar) came and settled here, as Bihar was suffering from sever famine . Katras made a rapid development as a numbers of coal mines were founded in this locality by British rule. Railway route from Asansol to Ranchi Via Dhanbad and Katras was created in 1894, and Ktaras Railway Station was founded around 1900 A.D.in 1953,The Station was named Katrasgrah. Now Katrasgarh has three railway Station, Katrasgarh, Tetulmari and Nichitpur, of which Nichitpur is a halt – Station.

Katri River Near Lilori Temple

According to 2011 India Census, Katrasgarh has a population of 3,34,309 of which 1,75,479 are males and 1,58,830are females. Katrasgarh has an average literacy rate of 64% ,that is much lower than the national average of 74.04%. Male literacy is 74% and Female literacy is 54%.

The Credit for this high literacy rate goes to the fact that Katrasgarh has about twelve School, affiliated with CBSE Board, ICSE Board and State Board.

A bitter fact of Katrasgarh is that it is surrounded by a large population of the poor. Illiterate people who live in rural areas, which have no facility for decent livelihood and education. Hence much to be desired is still there. The town is an urgent need of facilities for

vocational Education that may ensure fruitful employment for the young boys and girls.

Katrasgarh College, Katrasgarh is the only constituent college not only in the town but also in the Baghmara Assembly Constituency. It is the only hope of higher education for a population of about 10Lac, and it is always regarding itself to fulfill the hopes and aspiration of the people.

The economy of Katrasgarh revolves round BCCL, the Coal- Company. But the economy is now crumbling As the many of the Coal Mines are on the verge of closer and a large area of the BCCL is rapidly being destroyed by underground fire. Even Dhanbad-Chandrapura Rail-line that passes through Katrasgarh is in danger .Ekra which is only about 9 Km from Katrasgarh is severely affected by underground fire.

Map of Katars
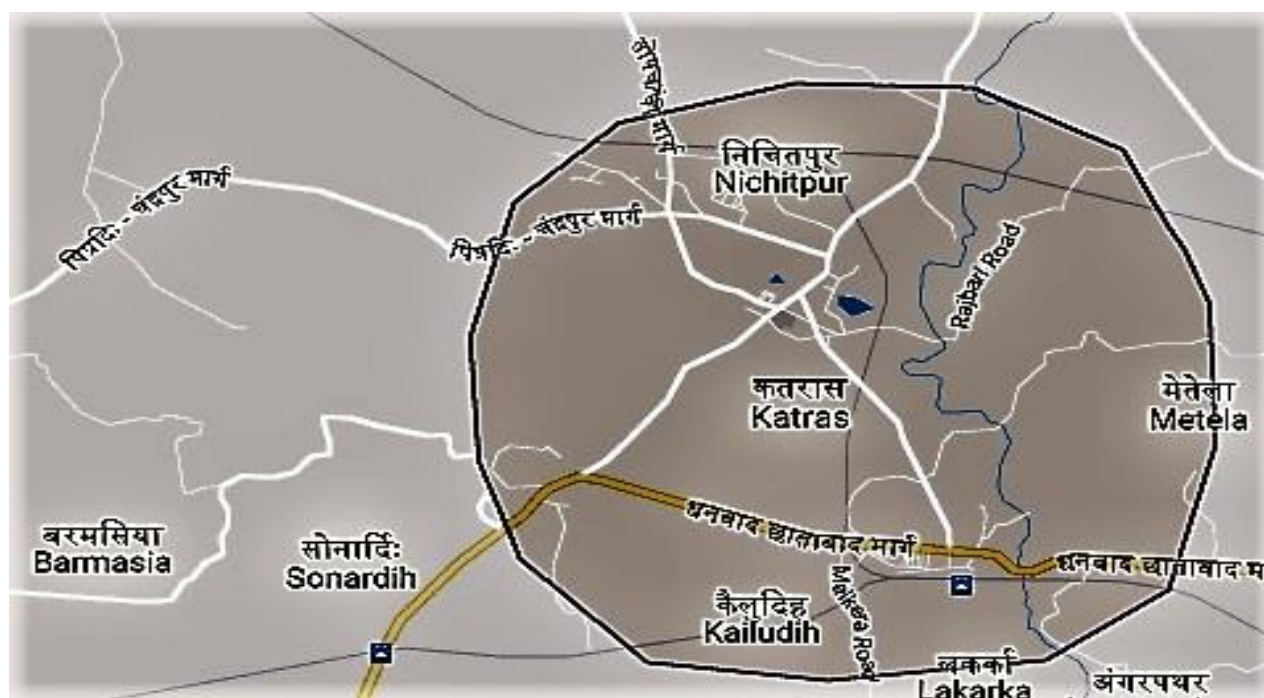
Katras College : An Introduction

Katras College, Katrasgarh, a Constituent Degree College, registered under section 2(f) and 12(B) of the UNIVERSITY GRANTS COMMISSION and the only constituent college in BAGHMARA Assembly constituency was founded by RAJA PURNENDU NARAYAN SINGH of KATRAS ESTATE in 1964. Katras College is the Philanthropist RAJA's token of love for the people of his estate.

India gained independence on August 15, 1947 and became a Republic on January' 26, 1950. But freedom from ignorance was still to be achieved. In the years after independence, ex-rulers thought it patriotic to establish educational institutions. Katras Raj Pariwar has been a family of philanthropists. RAJA SHAKTI NARAYAN SINGH established a High School – GANGA NARAYAN MEMORIAL HIGH SCHOOL – at Katras in the memory of his father,

Raja Ganga Narayan Singh. Raja Ganga Narayan Singh's son, RAJA PURNENDU NARAYAN SINGH added a golden chapter in the history of KATRAS RAJ PARIWAR when he decided to establish a College – KATRAS COLLEGE, KATRASGARH. Inspired by nationalistic spirit and love for the people, Raja Purenendu Narayan Singh constituted a Governing Body for the College and started the same, without waiting for a formal affiliation. KATRAS COLLEGE, KATRASGARH started functioning on 16 July, 1964, with Late Swami Nath Pandey, as the Founder – Principal, Late Maninder Nath Singh as the Head – Clerk and Late Balram Rawani as the Peon. Dilip Kumar Charkarbortty who later become a famous lawyer was the first student to be admitted on 16.07.1964. Thus, On 16.07.1964 a new sun of higher education rose on the horizon of Katras and shone bright in the academic world of Dhanbad. The first task that the Governing Body and the Founder Principal faced, was to create proper infrastructure and to get affiliation for the College. Hence, 2.4 acres of land in the heart of Katras Bazar, on RAJGANJ – BOKARO ROAD was leased to Katras College and classes were started in a building on that land. The College was granted permanent affiliation with RANCHI UNIVERSITY, RANCHI. It became a Constituent Unit of Ranchi University, Ranchi in 1980, With the establishment of VINOBA BHAVE UNIVERSITY, HAZARIBAG is 1992, Katras College became a part of the new university.

Katras College, Katrasgarh has achieved great reputation for its academic excellence, Sri Satya Narayan Bhattacharya a famous lawyer, Sri Matadin Agrawal, a respected social worker Sri Uttam Kumar Mukherjee, an upright journalist, are among the best products of this college.

Late Swami Nath Pandey was the founder principal of Katras College, Katrasgarh, Since then the College has functioned and developed under the guidance of about a dozen Principals who each have made their own contributions to the development of the College. Dr. KAMAKHYA PRASAD SINGH CHOUDHARY, achieved permanent affiliation for the College, and got it registered with UNIVERSITY GRANT COMMISSION under 2(f) and 12 (B) and enabled the College to get its first grant from the UGC.

Katras College, Katrasgarh enjoyed its golden period under Principal Dr. SHRADHA NAND SINGH. He firstly got two class – room built with the help of then M.P. Late TEKLAL MAHTO. Then he got the Administrative Block, eight class room/ halls, the whole Science Block, the College office, and the Library Building built from the grants, received form various sources such as the UGC the Human Resources Department, Jharkhand, and the University. In fact, the present building of the College is the achievement of Dr. Singh's BHAGIRATH – EFEORT. Dr. S. N. Singh has won for himself a permanent place in hearts of the people of Katras.

The present Principal, Dr. PRAMOD KUMAR JHA, joined the College on 01.02.2011 and he, too, has made remarkable contribution in the academic ambience as well as in Co – curricular and Extracurricular activities with the cooperation of dedicated and devoted teachers and Non – Teaching Staff – members. The students are performing exceptionally well at both examinations and games/ sports. The College has well equipped laboratories in the Departments of Physics, Chemistry, Botany and Zoology. The College has a Central Library with about 18,000 books.

The College organizes REMEDIAL CLASSES and COACHING CLASSES for students to improve their skill and knowledge, It makes a special effort to bridge the gap between education and employment. The NSS Unit of the College is dynamic and performs its duties sincerely, It goes to the credit of the Teachers and Non - Teaching Staff members that the students of the College are disciplined, that they are prototypes of gentleness, virtue, wisdom and endurance. Katras College is sure to achieve new heights in the field of higher education in Jharkhand.

VISION, MISSION & OBJECTIVE

Vision: An institution is established with a vision, for, those who join hands to establish an institution are personalities on a mission. The basic aim of education is to free both the young individual and the whole society from ignorance, and lead them in to the world of the knowledge so that they may achieve an All Round Development of their personality. Education aims at broadening the young mind so that every individual is able to inculcate high moral principles and values so that it may creat ideal citizens for the nation. Education also aims at enabling the young boys and girls to earn their livelihood ,and contribute to the welfare of their family ,society and the nation Katras College, Katrasgarh is on a mission to development intellectual, emotional and ethical aspects of the personality of every student.

Katras College, Katrasgarh has been on its mission to impart true quality education to the young boys and girls of Baghmara Assembly Constituency which is largely rural in character. It has grown rapidly since its establishment in 1964.

The guiding principle of Katras College is " Knowledge frees Man from Death, the body dies but the Good Deeds of man live for ever and make the man immortal". This immortality can be achieved by marching ahead on the principles of Satyam, Shivam, Sunderam; a synthesis Of Truth and Welfare creats Beauty the greatest reality of God's universe.

The founders of the college were conscious at the great hurdles in their way but they were true believers and followers of Swami Vivekanand Who awakened India with his call to "Awake, Arise and Stop Not" till the goal is achieved.

Katras College has a vision to creat perfect human beings ideal citizens of a great nation, India.

.**Mission :-** Vision inspires Mission, An educational institution has only one mission – to creat a just, equitable and developing human society. The walls of an educational institution keep the future of the nation safe and secure, Katras College, Katrasgarh is on a mission not only to provide quality higher education to the young boys and girls but also to endow them with strength of mind heart and character so that they each may contribute to the development of the nation.

Katras College, Katrasgarh is multi – faculty College with about a dozen departments. It imparts education up to Degree – Level in the faculties of Humanities Arts, Science and Commerce. All these faculties and Departments merge together to

create an organic entity to endow students with a mind, a heart and a character that will enable them to adjust themselves to the complicated social environment of the modern age, and to achieve success in this age of tough competition. Hence the College keeps itself on its mission to bridge the gap between education and employment. To achieve this goal, the college is always striving to make the system more and more student, friendly, and learner – oriented. It is this mission that inspired the College to start Remedial Classes and Classes. In future the College is sure to start Job – Oriented Courses.

OBJECTIVES :- The first Objective of Katras College, Katrasgarh is to translate its vision into reality and be successful in its Mission. Its core objective is work for betterment of the students.

Hence, the staff – members work with "Collective devotion on a" Collective action with Collective heroism: for Collective Success.

The Objectives of the College effect our Vision and show that we are on a Mission :-

1. To ensure quality education at Degree – Level.
2. To open new horizons for the students.
3. To bridge the gap between education and employment.
4. To develop a student friendly system.
5. To enable the students inculcate sound moral values.
6. To make them realize the great value of character and discipline;

EXCUTIVE SUMMARY

*"Education is the manifestation of perfection
present already in man.
Divinity is the manifestation of the religion
already in man"*

Swami Vivekanand

An institution is established with a vision, for those who join hands to establish an institution are personalities on a mission. The basic aim of education is to free both the young individual and the whole society from ignorance, and lead them in to the world of the knowledge. Education aims at broadening the young mind so that every individual is able to inculcate high moral principles and values so that it may creat ideal citizens for the nation. Education also aims at enabling the young boys and girls to earn their livelihood, and contribute to the welfare of their family, society and the nation Katras College, Katrasgarh is on a mission to development intellectual, emotional and ethical aspects of the personality of every student.

The guiding principale of Katras College is विद्या ऽमृत मऽनुते Which literally means knowledge frees man from Death the body dies but the Good deeds of man live forever. Thus, knowledge makes man immortal. This immorality of man can be achieved by marching ahead on the Principles of "Satyam, Shivam, Sunderam" Hence Katras College, Katrasgarh has its goal to develop Intellectual, emotional and ethical aspects of the personality of every student.

Katras College, Katrasgarh faces greater difficulty as it is a town surrounded by a primarily rural area people living in villages are stricken by poverty and ignorance. Their life is made all the more difficult by the fact that a very large of it is always in danger due to underground fire. Yet it goes to the credit of Katras College, Katrasgarh has succeeded in spreading the light of higher education in the whole Assembly constituency of Baghmara.

The College follows Swami Vivekanand's call: "Awake, Arise and Stop Not till the Goal is Achieved" Katras College, Katrasgarh has to keep itself enlarging and improving as the demands and requirements of the people are growing very year Moreover it is an age of ever increasing competition. Katras College is on a mission to create a just, equitable and developing human society, its aim is to provide education that endows the students with strength of mind heart and character so that they are able to face the enlarges of every competition as sill as to contribute to the development of the nation.

Katras College, Katrasgarh is multi – faculty College with 16 undergraduate departments. It imparts education up to Degree – Level in the faculties of Humanities Arts,

Science and Commerce. Its aim is to endow students with a mind, a heart and a character that will enable them to adjust themselves to the complicated social environment of the modern age, and to achieve success in this age of tough competition. Hence the college keeps itself on its mission to bridge the gap between education and employment. It is this mission that inspired the College to start Remedial Classes and Job – Entry Classes. In future the College is sure to start Job – Oriented Courses.

Katras College, Katrasgarh has a mission

1. To ensure quality education at Degree – Level.
2. To open new horizons for the students.
3. To bridge the gap between education and employment.
4. To develop a student friendly system.
5. To enable the students inculcate sound moral values.
6. To make them realize the great value of character and discipline;
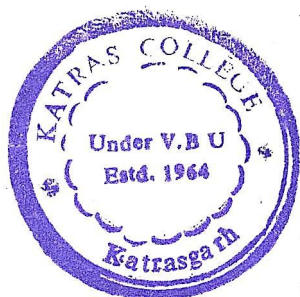
P.K.Jha

(Dr. P. K. Jha)

Principal

Katras College, Katrasgarh

NAAC STEERING COMMITTEE

1. Dr. Pramod Kumar Jha   Chairman
2. Prof. Ajaya Kumar Singh   Coordinator NAAC & IQAC
                                           H.O.D. English

3. (a) Prof. Adhir Chandra Trigunait   Asstt. Coordinator NAAC
                                           H.O.D. Mathematics, Exam. Controller

   (b) Dr. Gagan Kumar Pathak   Asstt. Coordinator NAAC
4. Sri. Satyendra Kumar   H.O.D. History
5. Dr. Uttam Kumar Trigunait   H.O.D. Commerce, Nodal officer RUSA
                                           & Bursar

6. Prof. Gyan Chandra Roy   H.O.D. Political Science
7. Prof. Manohar Prasad Choubey   H.O.D.Economics,
                                           Programme Officer NSS.

8. Prof. Ashok Kumar Singh Choudhary   H.O.D. Philosophy
9. Dr. Sudhir Prasad Choubey   H.O.D. Sanskrit
10. Dr. Shyam Sunder Prasad   H.O.D. Hindi
11. Dr. Krishna Murari   Asstt. Prof. Philosophy
12. Prof. Om Sharan   H.O.D.Psychology
13. Sri Ashok Kumar Choudhary   Head Assistant
14. Dr. Shyam Sunder Sharma   Assistant (Finance Section)
15. Sri Kamlesh Kumar Choubey   Accountant

SWOC ANALYSIS

Strength

1. Feeder of educational need of local and rural students of Baghmara Assembly Constituency of Jharkhand

2. It is a constituent unit of V. B. U. Hazaribag having 16 UG departments in three streams of Arts, Science, and Commerce.

3. More than one third of regular teachers possess Ph.D, degree.

4. The College conducts UGC sponsored Remedial Classes, free of cost, to enable academically weaker SC/ST/OBC and Minority Community students to achieve greater glory in the academic field.

5. A unit of NSS is running in the college.

6. The College has a Grievance Redressal Cell, as on Anti Ragging Cell to maintain proper work – culture in the institute.

7. The College has facilitated hiring of a number of Guest Teachers (Rtd. Readers /Professors), and Contractual – Teachers to impart quality education to its students.

8. State Govt. has recommended 30 acres of land for Katras College, Katrasgarh in Mauja Katras (plot no.1605). The college is in correspondence with the authorities for the same. The college will plan its future development on the land.

Weakness

1. The student teacher ratio is very high .

2. There is a need of vocational courses and job oriented courses.

3. Our college has insufficient infrastructure.

4. The college needs more financial support to improve facilities for over all development.

5. Sport – facilities of the College needs to be improved.

6. It does not have hostel facility for students.

Opportunities

The college has potential to run vocational courses like BBA, Bio – Technology Fishery, B.Ed The College is located in the coalfield of Bhart Cooking Coal Limited (BCCL) which has a reputation for CSR. We can create employment opportunities for our students with the help of the BCCL and, by starting vocational courses, and other job oriented programmes.

Challenges

1. To impart quality education to the local & rural students with very limited resources and infrastructure.

2. To provide a gateway to job market to our students.

3. To improve competitive environment in our campus in relation to various employment oriented exams.

4. To provide better communicational & technical skills to our students.

5. To bring the College infrastructure at par with the ICT and digitalization.

6. To achieve Success with the help of limited number of Teachers and Non – Teaching Staff Members.

<u>Future Plan</u>

1. To improve placement facility or, the college campus

2. To organise national and international seminar

3. To participate in cultural exchange programme with other states and countries

4. To make admission process online

5. To improve infrastructural facility with the help of UGC RUSA and HRD

6. To open various centre as per UGC norms.

7. To develop sports infrastructure for over all development

8. To launch of ICT in teaching – learning.

Methodology used for SWOC analysis and future plan:

A core committee has been constituted with all the Head of the Departments headed by the Principal. The committee met time to time and had discuss on the SWOC matter. Several sub committees have also been constituted for the same. It helps to work out and determine the institutional strength, weakness, opportunities, challenges and future plan.

SECTION B: PROFILE OF THE COLLEGE

1.   Name and Address of the College:

Name :	KATRAS COLLEGE, KATRASGARH	
Address :	Katras Bazar	
City : Katrasgarh	Pin : 828114 Dist. Dhanbad	State : JHARKHAND
Website	www.katrascollege.org	

2. For Communication:

Designation	Name	Telephone with STD code	Mobile	Fax	Email
Principal	Dr. P.K.Jha	O: 0326-2372562 R: 0326-2313681	9199877963		pramodkumajha @gmail.com
Prof- in-charge	Prof. S. Kumar	O: R:	898752940		-
Steering Committee Co-ordinator	Prof. A. K. Singh	O: R:	9431145925		ajayakumarsingh. 245@gmail.com

3. Status of the Institution:

   Affiliated College   X

Constituent College	√
any other (specify)	X

4. Type of Institution:
   - By Gender

i	For Men	X
ii	For Women	X
iii	Co-education	√

   - By Shift

i	Regular	√
ii	Day	√
iii	Evening	√

5. It is recognized minority institution?

Yes	X
No	X

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

6. Sources of funding:

Government	√
Grant – in aid	X
Self-financing	X
Any other	X

7. a. Date of establishment of the college : 16/07/1964 .
   b. University to which the college is affiliated / or which governs the college

   (If it is a Constituent College).

VINOBA BHAVE UNIVERSITY, HAZARIBAG (JHARKHAND)

c. Details of UGC recognition:

Under Section	Date, Month & Year	Remarks (If any)
i. 2 (f)	10/03/1970 (F 13-10-69(CD)	As UG College
ii. 12 (B)	10/03/1970	As UG College

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

Please see Annecure I

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

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

No

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

9. Is the college recognized

a. by UGC as a College with Potential for Excellence (CPE)?   No

If yes date of recognition …………… NA………….. (dd/mm/yyyy)

b. for its performance by any other governmental agency?   No

If yes, Name of the agency ………… NA………. And Date of recognition …………… NA ………. (dd/mm/yyyy)

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

Location	URBAN
Campus area in sq.mts.	9712.46
Built up area in sq.mts.	4046.86

11. Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or in case 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 infrastructural facilities Auditorium/seminar complex infrastructural facilities.

- Sports facilities   √

- Play ground -   √

- Swimming pool -   X

- Gymnasium -   X

- Hostel -   X

- Boys hostel   Nil

    i   Number of hostels -

    ii   Number of inmates

    iii   Facilities (Mention available facilities)

- Girls' hostel   Nil

    i   Number of hostels -

    ii   Number of inmates

    iii   Facilities (Mention available facilities

- Working women's hostel   Nil

    ii   Number of inmates

    iii   Facilities (Mention available facilities

- Residential facilities for teaching and non – teaching staff (give numbers available – cadre wise)   Class III -   NIL

- Cafeteria -   01   Class IV –   NIL

- Health centre -   No

First aid, Inpatient, Outpatient, Emergency care facility, Ambulance …………….. Health centre staff –

Qualified doctor   Full time   NIL   Part – time   01

Qualified Nurse   Full time   NIL   part – time   NIL

- Facilities like banking, post office, book shops :   X

- Transpo0rt facilities to cater to the needs of students   √   One Bus

- Animal house (Non – living – zoology Dept)   No

- Biological waste disposal -   No

- Generator or other facility for management/ regulation of electricity and voltage:

- Solid waste management facility -   01

- Waste water management   -   X

- Water harvesting   -   X

- Water harvesting   -   (under Process)

12. Details of programmes offered by the college (Give date for current academic year)

Sl. No.	Programme Level	Name of the Programme/ Course		Entry Qualifi cation	Medium of instructi on	Sanctioned/ approve Student strength	No. of students admitted
01	Under – Graduate	B.A., B.Sc., B.Com. (H/G)	CBSC Course	I.A., I.Sc., I.Com./ + 2	English/ Hindi	No upper limit till now	6403

13. Does the college offer self – financed Programmes?

   If yes, how many?   -   No

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

       A   programme on Taxation is proposed in the Commerce Department.

15.   List the departments: (respond if 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.)

Faculty	Departments (eg. Physics, Botany, History etc.)	UG	PG	Research
Science	Physics, Chemistry, Mathematics, Botany, Zoology)	UG	X	No
Arts	History, Pol Science, Economics, Sanskrit, Hindi, Urdu, English, Bengali, Mathematics, Philosophy, Psychology.	UG	X	No
Commerce	Commerce	UG	X	No

Number of Programmes offered under (Programme means a degree course like B.A., B.Sc. B.Comm.)

a.	Annual system	√
b.	Semester system	√
c.	Trimester system	X

Note :- Our University moved from Annual to Semester System in UG Courses from the session 2016 – 2017 So as of new we are we have both annual & Semester System running

16. Number of Programmes with

a.	Choice Based Credit System	X
b.	Inter/ Multidisciplinary Approach	X
c.	Any other (specify and provide details)	X

17. Does the college offer UG programmes in Teacher Education?   NA

a. Year of Introduction of the programmes 2006 – 2007 Session (dd/mm/yyyy) and number of batches that completed the programme

b. NCTE recognition details (if applicable)

Notification No. :   NA

Date :

Validity : Is the institution opting for assessment and accreditation of Teacher Education.

Programme separately?   NA

18. Does the college offer UG programme in physical Education?   X

If yes,

a. Year of Introduction of the programme(s)   NA   (dd/mm/yyyy)

And number of batches that completed the programme

19. NCTE recognition details (if applicable)

a. Notification No.

Date   (dd/mm/yyyy)

Validity

b. Is the institution opting for assessment and accreditation of Physical Education Programme separately?   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
	-	-	04	-	08	-	23	01	03	-
Sanctioned by the UGC / University/State Government Recruited						26	15 (Gr. III) 26 (Gr. IV)			
Yet to recruit						14	17			
Sanctioned by the Management/ society or Other authorized bodies Recruited	NA									
Yet to recruit										

*M – Male *F - Female

21. Qualifications of the teaching staff:

Highest Qualification	Professor		Associate		Assistant		Total
	Male	Female	Male	Female	Male	Female	
Permanent Teachers							
D.Sc. / D. Litt.	-	-	-	-	-	-	-
Ph.D	-	-	02	-	04	-	06
M.Phil	-	-	-	-	-	-	-
PG	-	-	-	-	06	-	06
Temporary Teachers: NA							
Ph.D							
M.Phil							
PG							
Part –Time Teachers							
	Male	Female	Total Staff				
Ph.D	06	01	07				
PG	14	02	16				

22. Number of Visiting Faculty/Guest Faculty engaged with the College.

20 (Twenty)

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

Categories	2013 - 2014		2014-2015		2015 - 2016		2016 - 2017	
	M	F	M	F	M	F	M	F
SC	245	176	335	200	220	240	596	488
ST	43	19	68	38	90	60	73	153
OBC	858	1011	1221	1233	1360	1912	1476	2146
General	1074	1323	1240	1588	1320	1452	807	684
Others	-	-	-	-	-	-	-	-

24. Details on students enrolment in the college during the current academic year : 2015- 2016.

Type of students	UG	PG	M. Phil.	Ph.D	Total
Students from the same State where the college is located	6292	NIL	NIL	NIL	6292
Students from other states of India	110	NOL	NIL	NIL	110
NRI students	NIL	NIL	NIL	NIL	NIL
Foreign students	NIL	NIL	NIL	NIL	NIL
Total	6403	NIL	NIL	NIL	6292

25. Dropout rate in UG and PG (average of the last two batches).

UG   8%   PG   NA

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. 3958.00

(b) Excluding the salary component   Rs. 1140.44

27. Does the college offer any programme/s in distance education mode (DEP)? No
    If yes,

    a. Is it a registered centre for offering distance education programmes of another
       University.

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

    c. Number of programmes offered

    d. Programmes carry the recognition of the Distance Education Council.
       NA

28. Provide Teacher – Student ratio for each of the programme/ course offered

Total No of Students :	6403 (UG)
Total No of Teachers	11 (Permanent)
	23 (Guest)

    Student – Teacher Ratio: 500:01   (Excluding Guest Teachers)

                              188:01   (Including Guest Teachers)

29. Is the college applying for:

    Accreditation: Cycle 1   √   Cycle 2 ☐   Cycle 3 ☐   Cycle 4   ☐

    Re-Assessment: ☐

30. Date of Accreditation :   Not Applicable

31. Number of working days during the last academic year : | 248 |

32. Number of teaching days during the last academic year(teaching days were days
    on which lecturers were engaged excluding the examination days) | 170 |

33. Date of establishment of Internal Quality Assurance Cell (IQAC) : 28 January '2015.

34. Details Regarding Submission of Annual Quality Assurance Report (AQAR) To NAAC
    :Not Applicable

35. Any other relevant date (not covered above) the College would like to include.(Do not
    include explanatory/descriptive information) : No

CRITERION - WISE INPUTS

Criterion I: CURRICULAR ASPECT

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: The *vision* OF KATRAS COLLEGE KATRASGARH is to provide inclusive education for inculcating human values, professionalism and scientific instillation to all sections of students including scheduled tribes, scheduled castes, other backward communities and religious minorities with special focus on female students.

Mission: The mission statements of the College are as follows:

- To provide ample scope for multifaceted development of local youths irrespective of religion, race, caste, gender.

- To provide quality higher education to its students.

- To provide and promote inclusive education for all.

- To develop academic programmes based on local/regional/national/global needs.

- To pursue student-centric learning for self-development and skill development among students.

- To nurture social awareness and responsibilities among its students.

  Objectives: The objective of the College is to strive and achieve the stated vision and mission through its action plans and relevant activities.

- The vision, mission and objectives of the College are communicated to the students, teachers, staff and other stakeholders through.

- The Annual Prospectus and Website of the College.

- Meeting/interaction with the stakeholders.

- Activities planned and conducted by the College.

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

The curriculum design and development action plans are prepared by the VINOBA BHAVE UNIVERSITY, HAZARIBAG, of which the College is a CONSTITUENT UNIT. For effective implementation, department-wise senior teachers of all its CONSTITUENT colleges are invited by V.B.U. in meeting/workshop of curricula development and the faculty members of the College play an effective role.

The HODs conduct their departmental meetings with faculty members and develop academic plans for the coming academic session.

For effective implementation of the curriculum, the syllabus and the number of classes are divided among the faculty members at the beginning of the academic session, keeping in mind the syllabus to be tested in various unit tests. Teachers also take extra classes to complete the assigned syllabus within the stipulated time. Tutorial classes are taken for the Honours Courses. Remedial coaching classes (UGC sponsored) for SC, ST, OBC(Non Creamy Layer) and Minority students are also taken for General and Honours Courses during the month of December onwards.

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

The VINOBA BHAVE UNIVERSITY conducts meetings/ workshop at the time of curriculum design coordinating department-wise Head/ senior faculty members of all its Colleges. The College also sends the teachers to participate in the meeting/ workshop/ seminar organized by the university to update knowledge on curriculum and to improve teaching practices. The teachers of the College actively participate in the meetings/ workshop, discuss issues/ problems and put their suggestions.

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

Following initiatives are taken up by the College:

- Provide latest reference books.

- Provide modern teaching aids, like LCD projector.

- Organize computer skill development programme for the faculty so that they are able to use modern teaching aids in classroom instructions.

- Encourage the teachers to participate in special lectures organized by the College/other Colleges/affiliating University.

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

The College does not have industrial network or interaction for effective operationalisation of the curriculum.

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, eacher feedback, stakeholder feedback provided, specific suggestions etc.

As a Constituent college of V.B.University, during the development of the curriculum, at least one senior faculty members is called upon in all meeting/ workshop of curricula development and invited to put their valuable suggestions and opinion on the basis of the feedback from the different stakeholders, especially from students and departmental faculty members. Teachers participate actively ans contribute in the curricula development.

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

The College does not offer any such courses.

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

• Discussion among the faculty members of the Department time to time for the successful implementation of the curriculum.

• Assignments, projects and unit tests are taken in the class to understand how the students are coping with the syllabus.

• Opinions expressed by external examiners at the time of final ractical examinations towards improvement are considered.

• Provides infrastructure for teaching-learning

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.**

i) Katras College, Katrasgarh a constituent unit offers education up to degree courses devised by the university.

ii) **Entry into Service Scheme (UGC Sponsored)**

there is a cell which has been sanctioned by UGC under "Entry – in Service Scheme". This Scheme is started to prepare students to excel their potential for jobs. Under this scheme the skills and capabilities of the students are developed according to the requirement of the employment market.

iii) **Add- on Course (sponsored by UGC) Taxation:-**The college has just started Add-On Course(Sponsored by UGC)on Taxation from this session.College has also received a sum of Rs.-2,00,000.00 to start this course.

iv) **Remedial Classes :-**

we are providing basic understanding of the curriculum for those students belonging to SC, ST, OBC and Minority categories who are lagging behind the pace of curriculum in remedial classes.

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

The College does not offer such courses.

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

Following the rules and regulations of the University, the College provides academic flexibility to its students by offering choices for the subjects/ courses in UG programme as follows:

- **Range of Core /Elective Options offered by the university and those opted by the College** are as follows:

List of Core Subjects, Faculties and the Degrees

S. No.	Faculty	Subjects	Degree Awarded
1.	Humanities	1. Bangla 2. English 3. Hindi 4. Philosophy 5. Sanskrit 6. Urdu	B. A. Honours/ General

S. No.	Faculty	Subject	Degree Awarded
2.	Social Sciences	1. Economics 2. History 3. Political Science 4. Psychology 5. Mathematics	B. A. Honours/ General
3.	Science	1. Botany 2. Chemistry 3. Mathematics 4. Physics	B. Sc. Honours/ General

		5. Zoology	
4.	Commerce	Alternative groups of Subjects prescribed in the B.Com Syllabus	B. Comm. Honours/General

*Teaching and examination of these subjects shall be held under their specific regulations.

- **Credit transfer and accumulation facility**: As per the rule of V.B. University, students migrating from one College to another College under the V.B.U are entitled for credit transfer on certain urgent and unavoidable backgrounds without changing his/her studentship.

- **Enrichment courses**: The College does not offer any enrichment courses.

- **Lateral and vertical mobility within and across programmes and Courses:** Eligibility Criteria for Admission in B.A./B.Sc./B.Com. (1st Semester in C.B.C.S.)

(a) Honours Course :-

i)   A student who has passed the +2 Examination of the 10+2 system or an equivalent examination of a recognized University/ Board with a minimum of 45% marks in the concerned subject or in an allied subject shall be shall be eligible to seek admission.

ii) A student who has earned a certificate or Diploma in any professional course of a recognized institution after 10+2 level with at least 45% in the aggregate at +2 level shall also be eligible to seek admission.

iii) A student who has passed the +2 examination of the 10+2 system or an equivalent examination in science with at least 45% marks in the aggregate at +2 examination shall be eligible for admission to B.A. (Hons)/B.Com. (Hons) 1st semester.

iv) A student who has passed the +2 examination of the 10+2 system or an equivalent examination in commerce with at least 45% marks in the aggregate at +2 examination shall be eligible for admission to b. A. (Hons) 1st semester.

v)   A student who has passed the +2 examination of the 10+2 system or an equivalent examination in arts with at least 45% marks in aggregate at +02 examination shall be eligible for admission to B.com.(hons) 1st semester.

vi)   A student who has passed the +2 examination of the 10+2 system or an equivalent examination in Arts or Commerce with at least 45% marks in aggregate at +02 examination shall be eligible for admission to B.com.(hons) 1st semester provided the candidate proves an aptitude for science by passing an entrance examination to be conducted for the said purpose by the concerned college.

vii) A student who has passed the +2 examination with at least 45% in the aggregate in any faculty of studies is eligible for admission to B.A. (Hons) 1st semester in Philosophy, Anthropology, Home Science, Sociology, Labour and Social Welfare any language including tribal language, or any other subject in which teaching at +2 level is scanty or unavailable as a core subject.

viii) A student who has passed the +2 examination with at least 45% in the aggregate in Faculty of Science is eligible for admission to B.Sc. (Hons) 1st semester in anthropology, Home Science, Geology, Statistics or any other subject in which teaching at +2 level is scanty or unavailable as a core subject.

ix)   A College can also conduct entrance examination for admission to one or all the three degree courses as an alternative method of admission.

b) General Course :-

a candidate belonging to any of the categories (i) to (viii) mentioned above shall be eligible to seek admission in similar courses but there shall be no constraint of minimum marks in any case as has been laid down for Honours Course.

Allied Subject: - The following shall be treated as allied subjects for this purpose.

1.   Sociology and Anthropology

2. Ancient Indian History, Asian Studies and History

3. Rural Economics, Applied Economics, Labor & Social Welfare and Economics.

4. Microbiology, Biotechnology/ Botany, Zoology/ Chemistry

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

No, the College does not offer any self financed programme.

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

The College AECC (Ability Enhancement Compulsory Course) is a part of CBCS – Semester I syllabus.

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?

No.

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?

AS a Constituent College, the institute does not have any liberty in

formulating its own curriculum. During the curriculum preparation and

revision, HOD/ at least one senior faculty member of each Department are being invited in all meeting/workshop of curricula development to put their valuable suggestions and opinion on the basis of the feedback from the different stakeholders. Teachers participate actively.

1.3.2 What are the efforts made by the institution to modify, enrich and organize the curriculum to explicitly reflect the experiences of the students and cater to needs of the dynamic employment market?

The efforts made by the College to modify, enrich and organize the curriculum to explicitly reflect the experiences of the students are as follows:

- As a constituent College, feedback through classroom interaction obtained from students is analyzed by the faculty members in the

  concerned department. When faculty members are invited during curriculum modification, they communicate their recommendations on the basis of their analysis and discussion of the feedback received.

  The Curriculum is framed by the University. Hence, the College does not have formal feedback mechanism to modify, enrich and organize the curriculum. / The efforts made to cater to needs of the dynamic employment market are:

- The curricula are revised regularly by the University so that the students keep pace with new and emerging knowledge and skills.

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

- The college imparts education as per syllabus devised and introduced by the university. Environmental study is a compulsory subject for D-III students of all faculty.
- The College provides Computer Literacy Programme to all Third Year students.

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

The College does not offer any value-added courses. However, the College organizes enrichment programmes time to time to develop skills of students. The efforts include for ensuring:

- **moral and ethical values**: Through the active participation in NSS, activities

- **employable and life skills**: Being a government Degree

  College, the College cannot ensure employability directly. The college arranges classes for preparing students for competitive examinations.

- **better career options**: There is no formal system in the College.

- **community orientation**: The College has NSS unit, to organize and to encourage the students to participate in community services/oriented programmes. The NSS units regularly organize/participate in different social activities to impart students' community orientation and to develop sensitivity towards social challenges of the society (Refer to the sub-section 3.6 - Institutional Social Responsibility and Extension Activities).

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

Stakeholders	Use of the feedback in enriching the curriculum
Students	As a Constituent College, feedback obtained from students is analysed by the faculty members in the concerned department. When faculty members are invited during curriculum modification/revision/ update, they communicate their recommendations on the basis of their analysis and discussion of the feedback received.
Alumni	Their suggestions are always welcomed.
Community	Feedbacks are not collected formally. Their suggestions always welcomed.
Academic Peers	It is done by the University.

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

The College does not offer any enrichment core programmes.

1.4   FEEDBACK SYSTEM

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

During the curriculum preparation and development, Vinoba Bhave University always conducts meeting/ workshop coordinating department wise

senior faculty members of its affiliated colleges. Faculty members participate actively in all meetings/ workshops of curricula development to put their valuable suggestions and opinions on the basis of the feedback received from the different stakeholders.

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

Yes there is a system of obtaining Feedback from the students through questionnaire. The feedback received is analyzed by our faculties trough discussions during meeting of syllabus committee and if required it may be presented in written form.

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?

* The college introduces courses offered by the University.

Criterion II : TEACHING – LEARNING AND EVALUATION

2.1   STUDENT ENROLMENT AND PROFILE

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

The College ensures publicity in the admission process as under:

a) Annual Prospectus: The College publishes the annual prospect us which contains detailed information about the courses, academic calendar including process of admission and the facilities provided by the College. The academic, administrative and financial aspects regarding the admission process is clearly mentioned in the prospectus.

b) Institutional Website: The annual prospectus is uploaded in the college website www.katrascollege.org Detailed information regarding the admission process (i.e., admission schedule and selected admission merit list) is also uploaded in the website.

c) Advertisement in regional dailies: Admission schedule for all general Degree Colleges of VINOBA BHAVE UNIVERSITY is uploaded in the University website.

d) Others (Institutional Notice Board): Detailed information regarding the admission process is displayed on the College Notice Board. The College ensures transparency as follows:

• The College adheres to the scheduled dates for receipt of applications and relevant information pertaining to admission as provided in the annual prospectus.

• The selection of students to the college is done through the college Admission Committee. Admission sub-committees are formed with faculty members and concerned Head of the Departments as members. The sub-committees scrutinize the applications received and prepare the selected admission merit lists on the basis of merit cum reservation policy of Government of JHARKHAND and take admissions according to the selection list. The selection list is declared through approval of the Principal of the College.

• The selected admission merit lists are displayed in the notice board as well as in the website of the College before starting the admission.

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

The students are selected for admission to different programmes of the College based on previous academic records arranged according to merit as per VINOBA BHAVE University guidelines and reservation policy of Government of Jharkhand for SC/ST students are strictly followed.

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

It is the only Constituent College in Baghmara Assembly Constituency

Colleges under the Vinoba Bhave University and follow the University rules. The College is very good in respect of discipline academic atmosphere and achievements. Following table gives the details of maximum and minimum marks of the admitted candidates in the last academic year 2015 – 2016.

S. No.	Subjects	Minimum %	Maximum %
1.	BA – English (Hons)	45	62.3
2.	BA – Hindi (Hons)	45	67.2
3.	BA – History (Hons)	45	81
4.	BA – Political–Sc. (Hons)	45	63
5.	BA – Economics (Hons)	45	22
6.	BA – Psychology (Hons)	45	58
7.	BA – Philosophy (Hons)	45	64.8
8.	BA – Urdu (Hons)	-	-
9.	BA – Bengala (Hons)	-	-
10.	BA – Mathematics (Hons)	54.8	61.2
11.	B.A. Sanskrit (Hons)	46	60
12.	B.Sc – Chemistry (Hons)	48	84
13.	B.Sc – Mathematics (Hons)	45	82
14.	B.Sc – Botany (Hons)	-	-
15.	B.Sc – Zoology (Hons)	48	95
16.	B.Sc. – Physics (Hons)	45	88
17.	B.Com, . Commerce	55	74
18.	B.A. General	33.6	52
19	B.Sc. General	42	42
20	B.Com. General	37	46

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 College reviews the admission process and the profiles of students admitted annually. The admission committee reviews the profiles of students selected for admission and chalks out a summary regarding subject wise vacancy of seats and detailed information relating to the admission is displayed in the notice board which is strictly followed. The academic records are maintained in the admission register and merit register by the academic section. Attendance records and departmental merit register are maintained, monitored and time-to-time notified to the students by faculty members. The participation records of students in extra - curricular activities, sports and extension activities etc. are maintained and monitored by responsible committee members, NSS officers, and students are also motivated to participate in such activities.

Outcome:

• A rapid growth in the number of students is observed.

• It helps in the choice of subject combination and balancing the enrolment of students in different subjects.

• It helps in learning the potentiality of students in various activities.

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**

∗ **Women**

∗ **Differently abled**

∗ **Economically weaker sections**
∗ **Minority community**
∗ **Any other**
Reservation and Weightage
(a)   The reservation rules of the Jharkhand State Government framed

for the purpose of admission shall be applicable to different caste categories of the candidates provided that 15% of the total seat of each department shall be reserved for students passing outside the Jharkhand state, out of which 5% seats will be reserved for NRI/ Foreign National categories, but no caste reservation shall be applied to such category of candidates. In case candidates of a particular category are not available adequately, the vacant seats will be treated as general seats.

(b)   The following categories of candidates will be provided

weight age of marks mentioned against each category for preparing the merit list.

Category Weight age (percent of marks to be added in the relevant Marks obtained by the candidate in the Subject concerned for preparing merit list)

(i)	Girl Student	3%
(ii)	Dependent of Ex – Serviceman	2%
(iii)	Ward of the teaching and Non – teaching Staff of the University/ College under Privilege of the University	7%
(iv)	N.C.C.	
	(a) N.C.C. Cadet having camp certificate	1%
	(b) .C.C. Cadet having state camp Certificate	2%
	(c) N.C.C. Cadet having National camp Certificate 3%	
	(d) N.C.C. C-Certificate -	5%
	(e) N.C.C. B-Certificate -	4%
(v)	N.S.S.	
	(a) N.S.S. Special Camp Certificate (unit level)	1%
	(b) N.S.S Zonal Level	2%
	(c) PRD – Camp N.S.S. National Level Camp	3%
	(d) R.D. Parade / National award	5%
(vi)	Sports/Cultural Activities/Fine Art and Music/ Drama	
	(a) International Level Representation	
	(i) Olympic or Equivalent	20%
	(ii) Asian Level	15%
	(b) National Level	10%
	(c) Inter – University/ State level	05%
	(d) Inter – College/ Inter – School	02%

2.1.6.   Provide the following details for various programmes offered by the institution during the last four years and comment on the trends. i.e. reasons for increase/ decrease and actions initiated for improvement.

S. No.	Course	Status	Initiative
1.	B.A.	No. of applicants increased due to quality education and best result in the University	We are always trying to implement curriculum timely and effectively.
2.	B.Com.	No. of applicants increased due to quality education and best result in the University	We are always trying to implement curriculum timely and effectively.
3.	B.Sc.	No. of applicants increased due to quality education and best result in the University	We are always trying to implement curriculum timely and effectively.
4.	Add –on Courses in Taxation	We have got financial assistance to start this course.	We are going to start this course within short period.

CATERING TO DIVERSE NEEDS OF STUDENTS

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

Appropriate measures are taken by the College for the differently abled students based on their needs/demands. At present tutorial classes are arranged by the departments on the basis of the needs of such students. The College provides all sections of administrative activities, library, Examination cell, canteen and toilets on the ground floor and there are some classrooms at each block on the ground floor to facilitate the differently-abled students.

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

Yes.

Curricular:

- At the beginning of the commencement of classes, department-wise

  faculty members

  interact with students regarding: subjects taken and marks secured in

  the previous examination, computer skills, internet surfing habit for the

  study materials.

- Reviewing their understanding at the. (+2) stage.

- After assessing their knowledge/needs and skills, faculty members like a team
  take some introductory classes to acquaint them with the syllabus.

Co-curricular and Extension Activities:

A set of identity information of students related to co-curricular activities and extension activities are collected in the admission board and compiled by NSS, coordinators and convener of the cultural committee.

2.2.3 What are the strategies drawn and deployed by the institution to bridge the knowledge gap of the enrolled students to enable them to cope with the programme of their choice? (Bridge/Remedial/Addon/Enrichment Courses, etc.

All departments of the College take introductory classes to bridge the knowledge gap of the enrolled students to enable them to cope with the programme of their choice. Moreover, the College provides remedial classes for the socially-backward students and economically-weaker students.

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

The College sensitizes its students on gender, inclusion, environment issues through the following

- Relevant topics/papers are included in the curriculum of various subjects in
  the syllabi revision of Vinoba Bhave University. In the curriculum of subjects like Bengali, English, Sanskrit, Psychology, Political Science and Economics. In Economics, concept of gender development, gender disparity in work, health and education are incorporated. Bengali, English, Sanskrit and Psychology also includemany facets that are directly related to women and women issue centric.

- Gender/equalities and environment awareness/programmes are organized
  by NSS.

• Celebrating national/international days to sensitize the students and teachers regarding gender issues, like World Women Day, Anti-   Dowry Day, World Environment Day etc. Various cultural programmes and symposiums are organized on those days. NSS wing of the College organizes many programmes, like tree plantation in the College premises.

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

The Institution identities educational/learning needs of advanced learners through: Classroom interactions, assignments, group discussions & class tests.

It Respond so special educational/learning needs of advanced learners through:

• Providing guidance for reference books, tutorial classes, interactive sessions and class tests.

• Apart from classroom teaching, assignments are given to the advanced group learners.

• Addresses of relevant websites are given.

• Intra-departmental seminars, wall magazine on selected reference topics are also organized /published.

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

The academic performance of the students from the disadvantaged sections of society, differently-abled, slow learners, economically weaker sections etc. who do not seem to cope up with the pace of learning and sometimes seem at risk of drop out are identified by the faculties during the classroom interactions, personal counselling in the classroom and evaluation through written unit tests, class tests etc. Following strategies are adopted for improving academic performance of these students:

- Remedial Classes

- Repetition & revision of a topic.

- Encouraging students to participate in classroom interactions.

- Tutorial classes, personal guidance and small group class tests.

- Delivering simple summary of the lecture.

- Using teaching aids.

- Practical demonstration, are arranged.

2.3 TEACHING-LEARNING PROCESS

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

The College follows an academic calendar and departmental teaching learning plan in planning and organizing the teaching, learning and evaluation schedules. Major vacations, admission schedule, date of

beginning of classes, date of issuing of library card and evaluation

schedules are notified on the Notice Board During the month of June, the

teaching-learning plan for the current academic session (lesson plan,

departmental syllabus distribution to faculty members, departmental

class routine etc.) is prepared departmentaly.

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

The IQAC is recently formed on 17.10.2014 is playing a significant role in improving the teaching – learning process in the college. In first meeting certain areas were located which needs improvement. Some of them are –

- Improvement needed in communicative English

- Improvement needed in computer skills

- Regularize alumni meet

- Regular parent – teachers meeting

- Organizing guest lectures, departmental seminars, debate, quiz etc. regularly

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?**

Steps for making learning skills student-centric are interactive learning, group learning, tutorials, education tour to nearby places.

Participatory learning activities such as participation in intra-class quiz competition, departmental wall magazine and intra-departmental seminars, project work, assignments, science fair are also encouraged.

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?**

The College takes the efforts to nurture critical thinking and creativity and in developing scientific temper among the students through providing opportunities for the followings:

- Debates, on contemporary issues are organized in which students get a chance to explore new ideas and to listen the expert views.

- Practical in the curriculum Psychology.

- Various cultural programmes are organized around the year where students not only participate but are actively involved in organizing and handling programmes such as Fresher Welcome, Teachers' Day celebration, Saraswati Puja, Raksha Bandhan, Vivekanand Jaynti, drama etc.

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.**

The teaching-learning technologies and facilities available and used by the faculty for effective teaching are:

- Modern teaching aids like LCD projector.
- Internet access for improving the teaching-learning system from NMEICT.

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 students and faculty are exposed to advanced level of knowledge and skills through:

Blended learning:

• The College provides internet facilities to the students and teachers for acquiring advanced knowledge and skills. The college organizes a 3-day computer literacy programme for all the final year students for skill development. The college also organizes computer skill development programme for teachers.

Expert lectures, seminars, workshops:

- The College conducts debate/quiz/essay writing competition/and encourages students to participate actively for capacity building.

• Faculty members are encouraged to complete higher study for Acquiring knowledge and skills like, to complete the required number of orientation programme and refresher courses from UGC, ASCs,

- Teachers and students attend seminars / conferences / expert lectures organized by the University and other College of the University . Teachers also attend the same organized by the College/Universities of other states.

- Many teachers attended the Orientation Programmes and Refresher Courses organized by the UGC-ASC of different universities.

2.3.7   **Detail (process and the number of students/benefitted) on the academic, personal and psycho-social support and guidance services (professional counseling/mentoring/academic advice) provided to students? Academic, Personal and Psycho-Social Support & Guidance Services:**

• The College provides general study support for all students.

• The faculty members of the College engage both in academic and personal counseling regarding choice of subjects during admission low attendance and poor marks in internal and final examinations etc. Slow learners are identified through classroom interactions and personal counselling in the classroom by the teachers.

• Tutorial/remedial classes are taken which is beneficial especially for those students who need personal attention. Students are encouraged to interact with the teachers for their individual needs and problems in these classes.

• The College provides financial support services through scholarships   sponsored by JHARKHAND GOVT..

• The College does not have any professional counselling cell.

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? Innovative teaching approaches/methods adopted by the faculty are:**

• Interactive learning

• Computer-assisted audio-visual learning

• Project-based learning

• Intra-departmental seminar

• Use of web resources

Efforts by the Institution are:

• Computers with national mission's broad band internet connection in the College, library .

• 10 computers with one internet connection are made available at the computer laboratory which is used by all the faculty members.

The impact on Student Learning: Teaching through multiple means helps to make teaching and learning more effective and meaningful.

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

Library as Resources Used:

The library has adequate number of text books with multiple volumes and reference books, newspapers, journals, magazines, display board, reading room, computer with internet connection & uninterrupted power back-up facility. The library remains open from 10.30 A.M. to 4.30 P.M. on working days. The question papers of university examinations of previous years are preserved in the library for helping the students in preparation for examinations. Both teachers and students use them for teaching/learning. There are departmental libraries which are used by the students and teachers of the respective departments for teaching/learning.

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

The College follow an academic calendar for each academic session. Evaluation schedules are notified in the academic calendar. The curriculum

prescribed by the University for every year is completed by the faculty members within the time frame phase by phase, like-class test, final examination. However, extra classes and extra practical classes are taken by the faculty members of the respective departments for the completion of the course content according to the departmental need.

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

The quality of teaching-learning is monitored by the Principal, Academic Committee members and HODs of the concerned departments as under, and issues are discussed in the Teachers' Council meeting:

- interaction of the Principal with students, Academic Committee and HODs.
- classroom interaction with students and HODs
- regular interaction between HOD and faculty members
- class tests, unit tests and final examination results.

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- classroom interaction with students and HODs
- regular interaction between HOD and faculty members
- class tests, unit tests and final examination results.

2.4. TEACHER QUALITY

2.4.1 **Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human resource (qualified and competent teachers) to meet the changing requirements of the curriculum. Details of Qualifications of Teachers of the College**

Highest Qualification	Associate Professor		Assistant Professor		Others		Total
	Male	Female	Male	Female	Male	Female	
Permanent Teachers							
D.Sc./D.Litt.	-	-	-	-	-	-	-
Ph.D.	02		04	-	-	-	06
M.Phil.	-	-	-	-	-	-	-
NET/SLET							
PG			06				06
Temporary Teachers							
D.Sc./D.Litt.							
Ph.D.		-					
M.phil.							
NET/SLET							
PG		-		-			
Part Time Teachers (Guest Teacher)							
	Male	Female	Total Staff				
Ph. D	06	01	07				
PG	14	02	16				

- The regular faculty members as Assistant Professor are selected as per the guidelines of UGC through open advertisement of Jharkhand public Service Commission (JPSC).

- To meet the requirements of faculty in various departments, NET qualified teachers are employed on contract basis.

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

NA

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 (2009-2010 to 2012-2013).**

Academic Staff Development Programmes	Numbers of Faculty Nominated
Refresher Courses	08
HRD Programmes	-
Orientation Programmes	07
Staff training conducted by the university	-
Staff training conducted by other institution	-
Summer/Winter schools, workshops, etc	07

    b) **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**: Computer Skill Development Programme has been organized to make the computer untrained faculty members acquaint with the use of computer with audio-visual aids and internet surfing for access and dissemination of information in teaching learning process.

- **Handling new curriculum**: Vinoba Bhave University always organizes workshop before any revision of curriculum. One senior faculty from each department as invited by the University participates in the workshop.

- **Content/knowledge management**: Nil.

- **Selection, development and use of enrichment materials**: Nil.

- **Assessment**: It is done internally by Academic Council

- **Cross cutting issues**: Awareness generating programmes/ discussions   are organized.

- **Audio Visual Aids/multimedia**: The College organizes computer skill development programme.

c) **Percentage of faculty (among Professor/Associate Professor/A.P.)**

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

- participated in external Workshops/Seminars/Conferences recognized by national/international professional bodies = 15%

- presented papers in Workshops/Seminars/Conferences conducted or recognized by professional agencies = 10%

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

The efforts of the management (DHE) and the College for promoting the development of teachers are as follows:

Research grants – The College does not have it's own budget for providing research grants.

Study leave –Teachers are granted Duty leave for academic staff colleges and other institutions. The teachers also get duty leave for attending seminars in the technical session as resource persons. Moreover, the teachers, whose papers are accepted for oral/poster presentations, are deputed to participate and present their research papers in the state/national/international conferences/seminars/workshops/symposia.

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.**

None.

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

The College gets evaluation of teachers through feedbacks received during interaction with students.

2.5 EVALUATION PROCESS AND REFORMS

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

The evaluation processes are devised by VB university which is circulated to the stakeholders especially students and faculties of the College. At the beginning of the year, Departmental Heads and faculty members inform the students about it in the classroom.

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?**

The university has implemented Choice Based Credit System (CBCS) and Semester System in UG Courses from 2015 – 2016 Session.

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?**

The College has effectively implemented all the evaluation reforms introduced by the university. In the newly implemented CBCS and semester System. 20% of the marks are given on the basis of internal exams. The college evaluate the internal exams. In a transparent manner and answer copies are shown to the students. Best score out of two internal exams. are taken.

2.5.4 **Provide details on the formative and summative evaluation approaches adopted To measure student achievement. Cite a few examples which have positively Impacted the system.**

 Formative approaches: Attendance record, classroom interactions, assignments, practical session, unit tests etc.

Summative approaches: Two mid - semester tests before the university final examination. All these approaches of evaluation have positively impacted the system.

2.5.5 **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 results/ achievements (programme/course wise for last four years) and explain the differences if any and patterns of achievement across the programmes/courses offered.**

The College monitors the progress and performance of the students through continuous   evaluation method. As per guidelines of the University, from the academic session onwards the continuous evaluation for general courses. Apart from it, many departments conduct class tests/monthly tests/surprise tests. The University conducts centrally annual examinations. The Head and faculty members of the concerned departments monitor the performance of the students on the basis of continuous unit tests and annual examination results.

The progress and performance of the students is communicated in the classroom by the faculty members.

S. No.	Subject	2013 – 2014			2014 – 2015			2015 - 2016		
		No. of Examinee	No. of Student passed	% of Pass	No. of Examinee	No. of Student passed	% of Pass	No. of Examinee	No. of Student passed	% of Pass
01	B.A. Hons History	283	259	91.5%	490	386	78.5%	622	571	91.8%
02	B.A. Hons Pol. Science	166	159	95.5%	150	133	88.5%	250	492	94.5%
03	B.A. Hons Economics	77	74	96%	76	60	79%	46	39	84.7%
04	B.A. Hons Psychology	13	11	84.5%	6	5	83%	07	03	42.8%
05	B.A. Hons Philosophy	7	05	71%	3	3	100%	05	04	80%
06	B.A. Hons English	28	27	96%	45	31	68.5%	59	49	83.05%
07	B.A. Hons Hindi	147	129	87.5%	140	109	77.5%	202	148	73.26%
08	B.A. Hons Sanskrit	-			-	-	-	-	-	-
09	B.A. Hons Urdu	-			-	-	-	-	-	-
10	B.A. Hons Bengali	-			-	-	-	-	-	-
11	B.A. Hons Math	-			-	-	-	01	01	100%
12	B.A. Hons Oriya	-	-	-	-	-	-	-	-	-
13	B. A. General	69	34	49%	106	98	92%	66	56	84.8%
14	B.Sc. Hons Math	8		100%	27	27	100%	28	28	100%
15	B.Sc. Hons Physics	13	10	77%	25	14	56%	29	25	86.20%
16	B.Sc. Hons Chemistry	3		100%	6	5	83%	03	03	100%
17	B.Sc. Hons Botany	2		100%	1	1	100%	01	01	100%
18	B.Sc. Hons Zoology	13	12	92%	9	9	100%	08	08	100%
19	B. Sc. General	1	-	0%	3	0	0%	4	2	50%
20	B. Commerce Hons	518	513	99%	663	632	95%	591	565	95.60%
21	B. Commerce General	64	62	97%	74	72	97%	56	47	83.92

2.5.6. **Detail on the significant improvements made in ensuring rigor and transparency In the internal assessment during the last four years and weightages assigned for The overall development of students (weightage for behavioral aspects, independent learning, communication skills etc.**

Internal assessment in the UG courses has been initiated in the Semester System Since 2015 - 2016. To make transparency in the unit tests marks are entered in the departmental merit register and   announced to the students in the classroom. Answer scripts are shown to the students in the classroom on the basis of students' need.

 In the newly adopted Semester System the behavioral aspect, attendance, class performance of students carries 5% weightage.

2.5.7 **Does the institution and individual teachers use assessment/evaluation as an indicator for evaluating student performance, achievement of learning objectives and planning? If 'yes' provide details on the process and cite a few examples.**

Yes.

• Monthly attendance record leads to regularity.

• Unit tests develop learning.

• Practical classes, assignments are used to access the depth of knowledge.

• Participation in science fair, intra-departmental seminar, wall magazine, college magazine helps in skill development.

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

The mechanisms are:

Evaluation at the College: Teachers of the concerned departments clarify any point raised by any student regarding evaluation of unit tests.

Evaluation at the University Level: Students can apply for review of answer scripts to the Controller of Examination of V.B.University by filling up an application forwarded by the Principal of the College within 45 days from the

declaration of University result. After reviewing a copy of new mark-sheet is sent to the College from where student can collect it. If students are not satisfied with the revaluation result, they can apply directly to the Controller of Examination of V.B. University for answer script observation through.

2.6. STUDENT PERFORMANCE AND LEARNING OUTCOMES

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

Though the College does not have clearly stated learning outcomes, these are expressed in various forms/activities. These are expressed in the vision and mission statement of the College in the prospectus and website of the College. These are discussed in departmental meetings, Teachers' Council (TC) meetings, Principal's speech in various programmes/activities.

Students and staff are made aware of these through various meetings, classroom teaching, lab experiment, interaction sessions, and through various co-curricular, extra-curricular and extension activities organized by the College.

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

The teaching, learning and assessment strategies of the College to facilitate the achievement of intended learning outcomes are structured through:

- Provides a supportive learning environment.
- Focus on continuous evaluation of students through class tests, unit tests.
- Assignment, project and practical for effective learning.
- Special support needed to students by the teachers is provided to improve their calibre in the respective subject.

2.6.3 **What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (quality Jobs, entrepreneurship, innovation and research aptitude) of the courses offered?**

For enhancing the social and economic relevance of the courses offered, the measures/initiatives taken up by the College are through:

• The College offers B.Com. course which includes one part of a paper entitled Entrepreneurship Development. Study of this paper helps the students to understand what entrepreneurship is; and also helps to develop entrepreneurship ideas within themselves.

• Often the college organizes workshop for developing entrepreneurship skill.

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

The College does as follows:

• The College collects and analyses data on student learning outcomes through classroom interactions, unit tests and final examination, assignments, practical sessions, participation in departmental seminars.

• The learning outcomes of the students are analysed in the departmental meeting which is communicated by the HODs to the Academic Committee meeting.

• The head of the department in consultation with the departmental faculty members plans and executes various curricular and cocurricular activities for achieving the stated learning outcomes.

Departments also arrange tutorial/remedial classes for the students whose

progress is unsatisfactory.

2.6.5 **How does the institution monitor and ensure the achievement of learning outcomes.**

The College monitors and ensures the achievement of student learnin outcomes through:

• The Head and faculty members of the concerned departments monitor the performance/achievement of the students on the basis of the classroom

interactions, unit tests and final examination, assignments, practical sessions, participation in departmental seminars.

- To ensure the achievement the head of the department in consultation with the departmental faculty members plans and executes various curricular and co-curricular activities for achieving the stated learning outcomes.

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

The College ensures the attainment of these by the students through its curricular and co-curricular activities, extension and outreach programmes.

Criterion III RESEARCH, CONSULTANCY AND EXTENSION

3.1 PROMOTION OF RESEARCH

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

The College has no recognized research centre of the University or any other agency or organization. The university has alone the power to register Research scholars and award PhD-degree.

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

Yes, the College has a research committee to monitor and address the issues of research. Its composition is as follows-

S. No.	Name	Designation
01.	Dr. Pramod Kumar Jha	Chairman/Principal
02.	Dr. Gyan Chandra Roy	Co-ordinator
03.	Dr. Sudhir Prasad Choubey	Member
04.	Dr. Uttam Kumar Trigunait	Member
05.	Dr. Krishn Murari	Member

A few recommendations made by the committee are:

- Every year at least any one department may take initiative to organize state/national level seminars/workshops.

- The faculty members may involve more in minor/major research projects.

- The faculty members may increase their participation in national/ international level research oriented programmes, like refresher/training.

    programme on research methodology, statistical packages etc., conferences, seminars and workshops.

- The faculty members may publish their Ph.D. thesis by ICSSR or other free national/ international publishers.

- Many faculty members presented research papers in state/national/ international seminars/conferences.

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: Faculty members are engaged with doctoral and other minor & major research projects. The principal investigator has full freedom in deciding the research area, research methodology, choice of books and instruments/equipments etc. for conducting the research projects.

* **Timely availability or release of resources**: The college authority always tries to help the research-scholars (registered for Phd.) by granting them study leave.

- **Adequate infrastructure and human resource:** The College does not have outstanding infrastructure facilities for research in science faculty.

- **Time-off, reduced teaching load, special leave etc. to teachers**: (a) The faculty members going for research paper presentation in state/national/international level seminar/conference/workshop are supported with duty leave.workshop are supported with duty leave.

* **Support in terms of technology and information needs**: The College supports its faculties in terms of technology and information needs through computer with internet facilities in different segments of the College.

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

The efforts made by the College in developing scientific temper, research culture and aptitude among students are –

(1) Every year National Science Day is observed on 28th February with various programmes.

(2) Students are encouraged to attend seminars, invited lectures organized by the departments and other Colleges of the state which will motivate the students to join higher education for research.

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.**

One(1) faculty members is involved in guiding research scholars towards M.Phil./Ph.D. programmes.

Name of the faculty	Name of the department	NO. of Scholars	
		Completed	On going
Dr. U. K. Trigunait	Commerce	03 (Ph.D)	-

Details of the faculty engaged in individual research for Ph.D./M.Phil.:

Individual teacher details \waiting

1. Prof. S. Kumar Department of History :-   मुगल शासन प्रणाली संस्थायें, समान एवं अर्थव्यवस्था एक ऐतिहासिक अध्ययन Final stage of Ph.D. Magadh University.

2. Prof. M. P. Choubey – Department of Economics - A Study of

   Liberdisation and Labour Flexibility with special Reference to Some of the manufacturing industries in India Ph. D.   At the Final stage of Magadh University.

3. Prof. A. K. S. Choudhary – Department of Philosophy - भारतीय संस्कृति में दार्शनिक विचारधाराओं की प्रकृति एवं स्वरूप - Final stage of Ph.D. Magadh University.

4. Prof. Om Sharan – Department of Psychology – Impact of employment on some Psychology social correlates of youths – On going Vinoba Bhave University, Hazaribag.

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

The various departments of the College conducted/organized seminars/ workshops/invited lectures/sensitization programmes in order tobuild research culture among the staff and students. The details for the period 2012-13 to 2015-16) .

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

At present, the College has not choosen any institutional prioritized research area. The faculty members of the College are involved in individual research projects.

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

The college research committee plans to invite researchers of eminence to the visit the campus during the next session.

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

The Department of Higher Education, Government of Jharkhand has yet not started the provision for Sabbatical leave for doctoral research activities.

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

The College has no opportunity in advocating/transfer of relative findings of research of the College among the students and community.

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.

As the College does not offer any research oriented programme, any percentage of the total budget has not been earmarked for research.

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

There is no provision to provide seed money to the faculties for research.

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

The College does not offer research-oriented programme.

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.

N.A.

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

The equipments are well maintained by the individual departments.

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

• The College has not received any grants or, finance from the industry.

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

The college has not received fund from industry and other organization.

3.3   INFRASTRUCTURE FOR RESEARCH

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

The College does not offer research-oriented programme.

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

The College always encourages for upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research. The college furnishes the College library with books and journals required by faculty members as registered as research-scholars or, Ph.D. It also provide the NET facility.

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

No, The College has not received any special grants from any agency for developing research facilities.

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

The College does not offer any research-oriented programme.

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

The following facilities are available in the main library for the researchers:

• Books on research methodology

• Various national/international reports

• Few Journals

• Computers with Wi-Fi internet connection, uninterrupted power Supply.

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

There is no such collaborative research facilities developed/created by any research institutes in the College.

3.4   RESEARCH PUBLICATIONS AND AWARDS

3.4.1 **Highlight the major research achievements of the staff and students in terms of**
   • **Patents obtained and filed (process and product):**   Nil.
   • **Original research contributing to product improvement:**   Nil.
   • **Research studies or surveys benefiting the community or improving the services:**
   • **Research inputs contributing to new initiatives and social development:**
No such contribution.

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?**

The College does not publish or partner in publication of research journal(s).

3.4.3 **Give details of publications by the faculty and students:**
   ∗ **Publication per faculty**

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

* **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**

Name	Department	Publications	Conferences/ Seminars /symposia's abstruct
Sri. S. Kumar	History	2	-
Dr.U. K. Trigunait	Commerce	2	-
Dr. S.P. Choubey	Sanskrit	2	-
Sri .M. P. Choubey	Economics	2	-
Sri.G.C. Roy	Political Science	2	-
Sri A. K.S. Choudhary	Philosophy	2	-
Sri. A. C. Trigunait	Mathematics	2	-
Dr. A.C. Gorai	Zoology	10	-
Dr. G. K. Pathak	English	6	12
Dr. D. K. Singh	Physics	11	10
Sri. N. K.Saw	History	1	-

3.4.4 **Provide details (if any) of**

    ∗ **research awards received by the faculty**

    ∗ **recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally**

    ∗ **incentives given to faculty for receiving state, national and international recognitions for research contributions.**

Ten (10) teachers had received Ph.D. degree award.

Details of Ph. D awardees in the College :-

Sl. No.	Name of Teacher	Subject
01.	Dr. Pramod Kumar Jha	Commerce
02.	Dr. Gyan Chandra Roy	Political Science
03.	Dr. Uttam Trigunait	Commerce
04.	Dr. Sudhir Prasad Choubey	Sanskrit
05.	Dr. S. S. Prasad	Hindi
06.	Dr. Krishna Murari	Philosophy
07.	Dr. G.C.Jha	Physics
08.	Dr. A. C. Gorai	Zoology
09.	Dr. D. K. Singh	Physics

3.5 CONSULTANCY

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

    The College has not yet established any system for the institute industry interface.

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

NA.

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

The faculty members during class room teaching provide career guidance to our students. The staff of the College with expertise in this field trains the students so that they make them employable. They also arrange counselling class and counsel the students on different career options.

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

No such services have been provided by the institute till date. Thus no revenue has been generated during the last four years.

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?**

As no income is generated from consultancy services, the question of sharing the revenue does not arise.

3.6   INSTITUTIONAL SOCIAL RESPOSIBILITY (ISR) AND EXTENSION ACTIVITIES.

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 always organizes different extension activities in and outside the campus throughout the year to engage the students in different community oriented activities to develop a sense of social responsibility, service orientation and holistic development of the students. The College has active NSS unit.

The College has 200 volunteers of NSS unit with a faculty member as the Programme Officer.

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

• The College encourages the students to involve in various social movements/activities through participation in numerous activities organized by NSS

• Students are encouraged to join NSS.

by circulating a form during the admission in First Year class. The regular activities and annual special camp are being organized by the NSS unit wherein they learn to take up social responsibilities and become responsible citizen of the country.

• All departments and different committees .

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

The College always solicits stakeholder perception on the overall performance and quality of the institution. The College gets feedback on its curricular, co-curricular and extra-curricular activities from the stakeholders, management and peers from academic circles visiting the College and in different meetings. Regular meetings with Teachers' Council, different committees/units, HODs are conducted under the chairmanship of the Principal in which different issues about changes and development of the College are discussed.

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.Institutional Plan**:

The College has active NSS unit. There is a NSS advisory committee of the College. Advisory Committee is composed of the Principal as President, a faculty member as the NSS Programme Officer, one social worker from the local area, Secretary of Teachers' Council, a senior faculty member, student volunteers, General Secretary of Students' Union Council as members for the extending NSS activities. Besides, the unit has an annual thrust areas plan circulated from the state NSS unit. Time to time prior discussion is held with the committee members to chalk out the plan for its activities.

Budget Allocation:

As being a government College, it has no scope to allocate budget for organizing its extension and outreach programmes. All the activities are performed as per grants allocated and received from the university.

NSS regular activities:

- Shramdaan like cleaning activities in the College campus.

    Participate as volunteer in our institutional activities such as college admission process, college foundation day celebration, sports etc in order to maintain discipline within the campus.

- Conducts awareness programmes like discussion/symposium on global warming, drug abuse, bird flu, AIDS awareness, women empowerment etc.

    Observation of Independence Day celebration, Republic Day celebration, Netaji's, Swami Vivekanand Jayanti, Birth Day celebration, Volels day International Non-violence Day celebration in the college campus

    - Participate in *Swachcha Bharat* movement rally, various organizations to draw the attention of people towards these issues.

NSS Special camp activities:

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?**

The College has NSS unit,The programme officer takes active role regarding proper notification, programme setting-up involving the teachers and students etc. Programme schedule is notified in the display board and also circulated in the classroom in advance and propagated among the students. The students are motivated to participate in such activities.

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

The vulnerable sections are those who face discrimination include women, scheduled castes, scheduled tribes, children, aged, disabled, people living with HYV/AIDS etc. The College has organized some activities:

- NSS organized AIDS Day to make students of aware of the danger of AIDS and other diseases.

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.**

The NSS activities provide diversified opportunities to students to develop their personality through community service. These activities help to inculcate their awareness about social responsibilities.

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 College and local community share a very good rapport and are in constant touch with each other. Besides, public representatives, expert doctors of BCCLhospital, help the college with their expertise time to time on various extra-curricular and extension and outreach activities/programmes of the College.

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

The college has constructive links with reputed high school and +2 high school of the locality.

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.**

The college has not received any award so far

3.7 COLLABORATIONS

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

At present the College has no official collaborations with research laboratories and industry.

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

Our College has so far not signed any MOU.

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

The College has no such support from industrial units.

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

N.A.

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.**

The College has not signed in any formal MOUs and agreements.

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

Criterion IV: INFRASTRUCTURE & 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?**

For creation of the infrastructure facilities in the College and enhancement of infrastructure that facilitate effective teaching and learning, resolutions are taken in discussion with the Principal, Academic Committee and UGC committee. For creation of new construction an appeal is made to the Department of Higher Education, Government of Jharkhand. For creation of other curricular, co- curricular and extra-curricular infrastructures that facilitate effective teaching and learning, an appeal is made for the UGC fund. Physical infrastructure for curricular activities such as new construction of building for classrooms, laboratories, staff rooms, administrative block, hostel etc. is sanctioned by the Directorate of Higher Education of Government of Jharkhand.

4.1.2. **Detail the facilities available for**

a)   Curricular and co-curricular activities-classroom, technology enabled learning space, seminar halls, tutorial spaces, laboratories, botanical garden, animal -house, specialized facilities and equipment for teaching, learning, and research etc.

b) Extracurricular activities sports, out-door and indoor games, gymnasium, auditoriam, NSS, NCC, cultural activities, public speaking, communication skill development, yoga, health and hygiene etc.

(a) Katras College, Katrasgarh provides the following facilities for curricular and co-curricular activities:-

1. Spacious class-room ------------ 0 5.

2. classroom of moderate size----- 04.

3. Faculty office:

   a) Arts ---- 01.

    b) Science---01.

   c) Commerce---01.

   d) IQAC office---01.

   e) RUSA Office ---01

f) NSS office --- 01

4.) Laboratories:

a) Physics---01.

b) Chemistry—01

c) Botany---01

 d) Zoology---01

e)Psychology—01

5. Library--- 02 (with more than25,000 Books) One for Arts Commerce and separate

Library for Science Student

6. Reading room--   01

7. Canteen---   01

8. Administrative Block:-

a)Principal chamber--01

 b) General section-- 01

 c) Finance section—01

d) Examination section---01

e) Registration section--01

f) Cash Counter—03

9. Computer Lab -   01

10. Extracurricular Activities

(b). facilities for extracurricular actiuities are available in the College. These include Sports (outdoor), N.S.S., Cultural Actiuities, Public Speaking, Communication Skills Developments, Yoga, Swachh Bharat Abhiyan etc.

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

Katras College, Katrasgarh , with its available infrastructure facilities and a group of dedicated and devoted teachers and non-teaching staff-members,

puts its best effort to ensure academic growth. We have fully developed modern and scientific equipments and fully Wi – Fi Campus.

Utilization for the last four years

Sl. No.	Grants received from	Amount		Purpose
		Sanctioned Allocated	Released	
1.	U.G.C. (XI Plan)	19,00000	9,40,000	Remedial Recurring Remedial Non – Recurring Entry in Services Recurring Entry in services Non – Recurring.
		3,00,000	3,00,000	Counselling & Placement Cell.
		8,51,000	3,45,200	Books & Journals Equipment EQOP Centre.
		21,74,540	10,87,270	Equipments.
	UGC (XII th Plan)		8,69,816	For Equipments.
			3,00,000	Books & Equipments.
			1,80,000	Books & Equipments.
			3,41,250	EQOP Centre Entry in the Services Recurring. Remedial Recurring. Entry in to services Non – Recurring. Remedial Non – Recurring.
			3,00,000	IQAC Cell
		5,00,247	2,00,098	Plan Block Grant Head 31
		20,00,988	3,20,395	Plan Block Grant Head 35
2.	HRD	5,20,000	5,20,000	For Psychology Lab.
		15,00,000	15,00,000	Renovetion of Science Lab.
		23,00,000	11,00,000	Books Journals
			6,00,000	Computer, Lighting & other Equipment .
			6,00,000	Furniture/ Books Self
3.	RUSA	50,00,000	50,00,000	Computer, AC, water Purifier, Almila, Books, Table, Chair, Printer etc.

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

Katras College, Katrasgarh provides all possible facilities to physically disabled students. Easy access to class room is provided to them. Visually challenged students are provided scribes as per university rules during examination.

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

The College has no residential facility.

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

A proper first aid box is available in the College. The College is also tagged with B.C.C.L. Hospital to take Care of the health requirements of student and staff.

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

The common facilities available in the College are:

• The College have a separate Grievance Redressal unit.

• A canteen is available for both students and staff.

• The College does have career counselling and placement unit. The faculty members of the college provide academic counseling to students regarding choice of subjects during admission, low attendance and poor marks in internal and final examinations.

• Recreational spaces for staff and students – There are separate common rooms with indoor playing facilities for the female students and male students. General staff room with computer and internet facility is available for teaching staff.

• Constant supply of safe drinking water is available.

• Auditorium – Not available.

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?

Yes, the library has an Advisory Committee.

The Library Advisory Committee is composed of:

Convener : Dr. P. K. Jha, Principal

Members: Five Senior Faculty Members

            :   Librarian

            :   Head Assistant

Initiatives:

- Working to make the library as user-friendly.
- Installation of library automation software (e-granthalaya).
- Celebration of Library Day on 20 December in the college campus was organized with various programmes like discussions by guests on various issues, 'Open Quiz competition', 'Essay Competition' among students on *Role of the Library in Higher Education* .

4.2.2   Provide details of the following:

Working hours (on working days, on holidays, before examination days, during examination days, during vacation) – Library access is open for all on every normal working days (barring National holidays and Puja vacation), before and during examination days and summer vacation for 6 hours (10.30 – 16.30).

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.

Library books are purchased either from book fair or publishers' house or local suppliers by Purchase Committee in consultation with the Librarian and Departmental Faculty Members. Following purchases were made during the last four years:

Library Holdings	2013 - 2014		2014 - 2015		2015 - 2016		2016 -2017		
	No.	Total Cost	No.	Total Cost	No.	Total Cost	No.	Total Cost	
Text books	20	16800	-	-	606	2,40,000	4047	1042020	
Reference Books	-	-	-	-	-	-	-	-	
Journals /Periodicals	-	-	-	-	-	-	-	-	

Details of Books :-

Sl. No.	Subject	No. of Books
01.	**Commerce**	3510
02.	**Science**	
	(i) Physics	476
	(ii) Chemistry	347
	(iii) Zoology	198
	(iv) Botany	273
	(v) Mathematics	434
03.	**Arts**	
	(a) Social Science	
	(i) History	2035
	(ii) Political Science	2113
	(iii) Economics	2353
	(iv) Psychology	137
	(b) Humanity	
	(i) Hindi	1311
	(ii) Sanskrit	490
	(iii) English	874
	(iv) Bangla	357
	(v) Urdu	1970
	(vi) Philosophy	417

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

- ❖ OPAC
- ❖ Electronic resource Management package for e – journals.
- ❖ Federated searching tools to search articles in multiple databases.
- ❖ Library Website.
- ❖ In – house/remote access to e – publications.
- ❖ Library automation.
- ❖ Total number of computers for public access.
- ❖ Total numbers of printers for public access.
- ❖ Internet band width/ speed □ 2mbps □ 10 mbps □ 1 gb (GB)
- ❖ Institutional Repository.
- ❖ Content management system for e-learning.
- ❖ Participation in Resource sharing networks/consortia (like Inflibnet)

Sl. No.	Name of the Item	Position
01	OPAC	Not available
02	Electronic resource Management package for e – journals	No
03	Federated searching tools to search articles in multiple databases	Not available
04	Library Website	katrascollege.org
05	In – house/remote access to e – publications	Not available
06	Library automation	Under process
07	Total number of computers for public access	2
08	Total numbers of printers for public access	2
09	Internet band width/ speed	Yes 100 mbps
10	Content management system for e-learning	-
11	Participation in Resource sharing networks/consortia (like Inflibnet)	No

4.2.5 **Provide details on the following items:**

- ❖ Average number of walk – in.

❖ 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.

Sl. No.	Query	Answer
01	Average number of walk – in	400
02	Average number of books issued/returned	800
03	Ratio of library books to students enrolled	1:3
04	Average number of books added during last three years	500
05	Average number of login to OPAC	---
06	Average number of login to e-resources	---
07	Average number of e-resources downloaded/printed	---
08	Number of information literacy trainings organized	Once in a year
09	Details of "weeding out" of books and other materials	---

4.2.6 **Give details of the specialized services provided by the library**

No.

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

• Library access is open for all on every normal working days (barring National holidays and Puja vacation), before and during examination days and summer vacation for 6 hours (10.30 – 16.30).

• The library provides the 'open-access' system to the staff. Books are racked according to subjects. Books are kept in the glass door almirah in the reading

room. A property counter is maintained in the library to keep personal belongings of the library users.

- Library cards are issued to the students and staff. Library clearance is checked out by the college administration before issuing admit card of final examination to the students and also to teaching and non-teaching staff before giving release orders from the college.

- The library has just started the automation process.

- Reprographic facility for the rarest copies is available.

- BSNL Wi-Fi internet connection is available both for students and teachers during college hours.

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

The braille book services system is not available in our library for visually challenged persons. Though there are no visually challenged among students as well as teaching and non-teaching staff in the college. Our library building is in the ground floor. Besides, there is a ramp at the main gate of the library. The library staff assists the physically challenged persons as and when require.

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

The library takes regular feedback verbally from its users. The issues are discussed in Library Advisory Committee meetings and strategies for improvement are taken under consideration.

4.3   IT INFRASTRUCTURE

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

- Number of computers with Configuration (provide actual number with exact configuration of each available system) 45 Computers : Processor –

Intel(R)Core(TM)2Duo CPU, Installed Memory (RAM) – 1.00 GB, System Type – 32 bit operating system.

- LAN facility – 02 computers are connected with LAN in the Computer Science laboratory.

- Licensed software – All software are licensed.

- Number of nodes/ computers with Internet facility – All percent

- Any other – No

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

The College provides central computing facility with BSNL Wi-Fi internet connection   Faculty members can access internet in the library, in the computer laboratory Students can access internet.

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

The college intends to upgrade the computers with latest configuration. There are plans to extend computer facilities and LAN to all departments.

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

There is no such specific annual budget allocation for procurement, upgradation, deployment and maintenance of the computers and their accessories. During the last four years procurement, upgradation and deployment were being done from the UGC, HRD, RUSA grants received by the College. Maintenance of computers and their accessories are done from The funds available in the college. The amount spent on procurement, upgradation, deployment and maintenance of the computers and their accessories during the last four years are as follows:

Procurement, upgradation, deployment and maintenance of computer (in Rs.)	2013 – 2014	2014 – 2015	2015 – 2016	2016 – 2017
	340872	-	30,00,000	20,25,745

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?**

Computers are available in most of the departments like all sciences, Psychology, Economics, Commerce and Computer Science. The teachers liberally take help of the ICT resources to enrich their prescribed curriculum with the help of internet. The college has computer facility for its faculty. Faculty members are provided computers with internet browsing facility for preparation of teaching/learning materials in their respective departments. Multimedia projectors are available in the college for use by the faculty. The college also has seminar halls equipped with projectors and other audio visual aids.

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

Thrust is given to ICT (Information and Communication Technology)enabled teaching-learning process to make it effective and more student centric. The use of modern Audio Visual Aids/multimedia to complement the traditional method of lecture has made the teaching-learning methods interactive. ICT facility is used by many Departments using ICT enabled class rooms and the multimedia facility. They are equipped with LCD projectors, computers and sound system etc. There are also computers with internet browsing facility to assist faculties in the preparation of teaching/learning materials.

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

The College does not avail 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 upkeep of the
SELF STUDY REPORT –
facilities mentioned in the table (substantiate your statements by providing details of budget allocated during last four years)?

The college is a Government college. Maintenance and repair of buildings are done by the P.W.D. and Government of Jharkhand. The budget allocation for others is done by the Principal in consultation with HODs and UGC committee of the college. The institute has external audit system of college accounts which helps to ensure optimal utilization of budget allocation.

The amounts of expenditure incurred by the college for maintenance and upkeep of campus facilities during last four years (2011-15) are as follows:

Sl. No.	Item	Budget Allocation (in Rs.)			
		2013 - 2014	**2014 – 2015**	**2015 - 2016**	**2016 - 2017**
a.	Building	Nil	Nil	Nil	-
b.	Furniture	Nil	Nil	6,00,000	12,75,844
c.	Equipments	289230	Nil	1,42,708	3,46,705
d.	Computers	340872	Nil	3,00,000	20,25,745
e.	Other expenditures	-	-	-	-

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

The College is a Government college. The College does not employ staff for maintenance and repair of infrastructure. The College does not have provisions for staff recruitment for maintenance and repair. Maintenance and repair of

buildings are done with the funds available from UGC HRD, and VBU Hazaribag.

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

      The maintenance of laboratory equipments is carried out through annual grants received from the UGC and state government as and when necessary. The computers and electronic instruments are repaired and maintained time-to-time from the funds available in the college.

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

- Central transformer commissioned by the Jharkhand State Electricity Board has been installed for regulating voltage fluctuations. Each computer is connected with UPS to protect fromvoltage fluctuations. Besides, the college has been installed two online UPS for the safety of sensitive equipments (one in the library and one in the computer laboratory). Three inverters have been installed in theCollege office for uninterrupted power supply.
- The College has installed Six fire distinguishers for the safety – one in the main building, one in the Principal Chamber one in the Account Section and two in the sciences block and one in the computer science block.
- The College has multi-tapped drinking water storage.
  Maintenance and repair of electrical installations are done with the Funds available in the college.

Criterion V: STUDENT SUPPORT AND PROGRESSION

5.1.0. Student Mentoring and Support

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

Yes, At the time of admission, every student gets a copy of the College Prospectus that contains the following information:-

1. Introduction of the College;

2. Postal Address and website of the College;

3. Courses and Subjects offered in the College;

4. Fee Structure;

5. List of Teachers and Non – Teaching Staff Members Besides, the College notice Board 'A' reflects the following:

1. Master – Routine ;

2. Department wise Routine

3. Subject wise syllabus (in brief)

4. Programmes of NSS.

        The Teachers and Non – Teaching Staff – Members work as per Routine and Programmes framed, as they all are involved in its preparation. Hence, its commitment and accountability is ensured.

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

   a. Students belonging in to SC, ST, and OBC (Annex – 1) are granted Free Studentship, as per the   order of the Government of Jharkhand as notified by Vinoba Bhave University, Hazaribag.

   b. All the Girl students are granted Free Studentship, as per the order of the Jharkhand Government.

c. Students, belonging outside the above mentioned categories but belonging to economically weaker families are granted full free studentship or half free studentship by faculty wise committee constituted for the purpose.

d. Students belonging to SC, ST, OBC, and Minority categories are granted Scholarships from the Welfare Department of the Jharkhand state Government, on the recommendation of the Principal. The Scholarship amount is credited straight into their individual Bank Account.

5.1.3. **What percentage of students receive financial assistance from the state Government, Central Government and other National Agencies?**

Percentage of students gets financial assistance from state government and the UGC: (Academic year 2012 – 2013).

Category	Admitted	Scholarship	Percentage
SC	590	495	83.89%
ST	250	187	74.8%
OBC	1820	1145	62.91%
Minority	301	295	98.01%

(Academic year 2013 – 2014).

Category	Admitted	Scholarship	Percentage
SC	672	Direct transfer by state Govt. to student Account individual	NA
ST	148		
OBC	1980		
Minority	560		

(Academic year 2014 – 2015).

Category	Admitted	Scholarship	Percentage
SC	1103	Direct transfer by state Govt. to student Account individual	NA
ST	256		
OBC	2986		
Minority	645		

(Academic year 2016 – 2017).

Category	Admitted	Scholarship	Percentage
SC	1064	Direct transfer by state Govt. to student Account individual	-
ST	226		
OBC	2400		
Minority	1222		

5.1.4 What are the specific support services, facilities available for students

1. **Students from SC/ST and economically weaker sections.**

2. **Students with physical disability.**

3. **Overseas Students**

4. **Students to participate in various Competitions (National and International)**

5. **Medical assistance to students Health centre, Health assurance, etc.**

6. **Organizing Coaching Classes for competitive Exam,**

7. **Skill Development (Spoken English/Computer literacy etc.)**

8. **Support for slow learners.**

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

10. **Publication of student Magazine**.

Students belonging to SC, ST, and OBC (Annex – 1) are granted free studentship as per the rules of the state Government. These students as well as students belonging to Minority communities get scholarships from the welfare Department of the state Government, on the recommendations of the Principal of the College. The Scholarship – Amount is credited to their individual Bank Accounts by the welfare Department of the state Government.

1. Students belonging to economically weak families are granted free studentship or Half free studentship on the basis of recommendations of the free studentship committees constituted for the same.

2. Students with physical disability are granted free studentship, as well as other financial help such as waiving of Annual fees, too.

3. No overseas student has yet applied for admission.

4. TA/DA and other necessary sports items are provided to the students who are selected to represent the College in Inter College Competitions organized by the University;

5. No Health centre has been established on the campus. The BCCL central Hospital, Tilatand is situated at about 450 meters from the college. In case of emergency students and staff members avail themselves of the medical facilities of that hospital. The doctor there are kind enough to provide every possible medical assistance.

6. The College organizes Job–Entry Classes for students to prepare them for Competitive Examination.

7. Computer literary Programmes are conducted in the computer laboratory of the College from time to time.

8. Remedial Classes and tutorials are conducted for the slow learners.

9. The College plans to provide the students with opportunities of exposure to institutes of Higher Education located in Dhanbad district, such as ISM -

    Dhanbad, BIT Sindri etc.

10. Wall magazine is published every year.

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

Entrepreneurship as a subject is taught in B.Com. course, and students are encouraged to offer it as an optional subject. It benefits the students in both getting a job and starting a business.

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

- **Additional academic support, flexibility in examinations.**
- **Special dietary requirements, sports in uniforms and material.**
- **Any other**

Remedial Classes are conducted for students belonging to SC, ST, Minority and OBC (Annex -1) students who are weak in some subjects.

Lagging students belong to General Category are also allowed to attend these classes.

Vinoba Bhave University, Hazaribag, has introduced CHOICE BASED CREDIT SYSTEM from 2015 – 2016 with a new syllabus. Hence. Heads of

Departments have decided to conduct Unit Tests so that the students may got familiar with the new system and the new syllabus.

Students are encouraged to represent the college in Inter College Championship/ Tournaments organized by the University, as it makes them conscious of the great value of physical fitness, discipline and co – operation.

The College provides the students with sports item and equipments for practice sessions. The performance of the college has been praiseworthy in these competitions.

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

Faculty members give proper guidance to the students who are in contact with the teachers of the concerned subjects in their preparation for various competitive examination.

Information regarding number of students appeared and qualified in various competitive examination is not available.

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

The College rules Job Entry Classes sponsored by the UGC to train students for Competitive Examinations. Academic, personal and career counselling services are made available to the students by faculty members of the college. Students are encouraged to establish close contact with the faculty members

and seek their counselling on all academic, personal and career problem counselling session, too, is organized time-to-time.

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

Katras College, Katrasgarh has a placement cell. Teachers and staff –members extend all possible guidance and co-operation to the students in securing jobs. Local computer training institutes , business-organisations and firms visit the college from time to time for selecting students for jobs. ICICI-Bank is to conduct an examination for their purpose . A few students get job in some organization but authentic data is not provided by the students.

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

Yes, the college has a 'Grievance Redressal Cell. It takes care of the students, grievance but no serious complaint has been registered so far. Minor problems are brought to the notice of the cell, and they are solved immediately. Moreover, the Principal the Prof – in Charge are always available Students interact directly with them with their problems which are solved then and there.

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

The college has a Complaint Cell/Prevention of Sexual Harassment Cell with the Principal as its chairman. Although the college has been a co-education institution since its establishment in 1954, there has been not been any complaint of sexual harassment in this college and seek their counselling on all academic, personal and career problem counselling session, too, is organized at times.

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

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

Yes, the college has a grievance redressal cell. It takes care of the students, grievance but no serious irrelevance has been registered so far. Minor problems are brought to the notice of the cell, and they are solved immediately. Moreover, the Principal the Prof – in Charge is always available Students interact directly with them with their problems which are solved then and there.

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

Yes, college has a ragging squad, compressing 'six teachers ,two each from the three faculties of Arts ,Science and Commerce, and two non-teaching staff members, headed by Pro-in- charge, Pro. S. Kumar It goes to the credit of the college that no incident of ragging has been reported so far.

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

The college notifies every welfare scheme that the State Government or the Central Government announces for the students on its Notice Board. The students apply for the same, and, the Principal or the Prof. in-Charge forwards the same to the proper authority of the State Government or the Central Government.

Free studentship or half free studentship is granted to the students as per the rules /norms framed by the State Govt./Central Govt./ the University Furthermore Katras College teachers Association has created a special fund to grant financial aid to the poor students .every members of the teaching staff contributes to it. The College runs Remedial Classes for SC/ST/OBC and Minority Students

5.1.14 **Does the institution have a registered Alumni Association? if 'yes' What are its activities and major contribution for institutional academic and interact development**.

Katras College, Katrasgarh has its 'Alumni Association'. Katras College Alumni Association meets according to its schedule and gives suitable suggestions to the college family for the development of the college. It aim is to devise ways for the development of the college in all the fields –academic, administrative, cultural etc.

5.2.1. **Providing the percentage of students progressing to higher education or employment (for the last four batches) highlight the trends observed. Data not available because there is no system to keep records of the students they leave the college. Therefore it is difficult to mention the figures in ercentage of the student's progression to higher education or employment.**

Data are not available because there is no system to keep records of the students after they leave the College. Therefore it is difficult to mention the figures in percentage of the student's progression to higher education or employment.

As we know from different sources a number of our students are pursuing PG. The qualifying percentage is very high. Our students are getting high marks in UG exams.

Our students are also registered for Ph. D after completion of their PG Degree Many students have joined MBA, CA, CS, Journalism etc.

A number of students are selected in Engineering, Polytechnic and Medical entrance tests. A few students are selected for Railway Services and Banking Service as P.O. and assistants etc.

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

The average pass % of degree students in the various courses in the last four years (from 2011-2012 to 2014-2015) is given below:

University Examinations- UG –Year 2013-2014

S. No.	Class	Pass %
01.	B.A.	83%
02.	B.Sc.	92%
03.	B.Com.	94%

University Examinations- UG –Year 2014-2015

S. No.	Class	Pass %
01.	B.A.	83%
02.	B.Sc.	88%
03.	B.Com.	96%

University Examinations- UG –Year 2015-2016

S. No.	Class	Pass %
01.	B.A.	89%
02.	B.Sc.	94%
03.	B.Com.	96%

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

The institution makes all possible efforts to facilitate progression to employment. The following methods are adopted.

• The curriculum is implemented in such a way that the students" employability quotient is enhanced.

•The feedback of the stakeholders on curricular matters is given due credit

• Placement has been constituted as entry in service scheme sanctioned by

  UGC Entry-in Service Cell is actively involved in informing the students on matters of employment.

• We are Planning to set up Language lab for enhancing the communication skills of the students.

• The individual counselling is a regular practice of all the departments.

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

Following measures are adopted to minimize the risk of failure and dropout –

i.. College provides Remedial classes for weaker section of the society that

may be slow learners, who are at the risk of failure and drop out.

ii. The college tries to solve the problems if students have to drop the study due to financial reasons.

iii. Faculties are also counselling the students so that the risk of failure and rate of dropout can be minimized.

5.3 Student Participation and Activities.

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

The students of this college actively participate in various sports, cultural and other extracurricular activities. The sports achievements can be seen in the table given in reference to sec. 5.3.1. Various students have participates and earn reputation and awards in the Youth Festival of the University every year.

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

Katras College encourages students to participate in 'Inter College Tournaments' organized by the University. Students' achievements have been quite praiseworthy in this regard.

Year - 2013

S.N.	Event	Place	Performance
1	Inter College Power Liffting	Chas College, Chas	1st & 2nd

Year - 2014

S.N.	Event	Place	Performance
1	University archery Tournament	K. B. Women's College, Hazaribag	1st Position
2	University Athletics Tournament	B.S. City College Bokaro	Man's Hummer Throw
3	University Cricket Tournament	Gurunanak College, Dhanbad	3rd Position
4	University Power Lifting	J.J. College Jhumritileya	3. Overall Champions
5	University Athletic Tournament	R.S. More Govindpur	Runner

Year - 2015

S.N.	Event	Place	Performance
1	Archery	K.B.Women's College, Hazaribag	Gold
2	Hummer Throw	P. K. Roy College, Dhanbd	2 Gold

Year – 2016 – 2017

S.N.	Event	Place	Performance
1	University archery Tournament	Chas College, Chas	1 Gold 1 Silver
4	University Power Lifting	Organised by Katras College Katrasgarh	1st Position (Winner)
5	University Athletic Tournament	P. K. R. M. College, Dhanbad	Gold – 4 Silver – 3 Brouze - 3

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

The Principal directly meets them and get their feedback about the classes as well as other problems if any. College authority try to rectify the problem, if any, with the consultation of the faculty members and other staffs .

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

The students are motivated by the teachers to express their talent through their contributions in writing. No such record is available.

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

The college has a Student-union election for the formation of Ktaras College Students' union were held from 14/11/16 to 28/11/16.The election was held as per the guide lines issued by Lingodh Committee, and the UGC and scheduled notified by the Vinoba Bhave University.

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

i.   In the departmental councils.
ii.   In Sports Events as well as Cultural Events.
iii.   In Students Grivance Redressal Cell.

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

The Allumini Association of the College keeps contact numbers and address of its members.

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

Students are encouraged to interact with Faculty Members who are always available to guide then. Teachers are the greatest support to the students. It goes to the credit of proper Teacher student relationship that Katras College, Katrasgarh has never encountered any trouble on the campus. The College is always ready to guide and help Students in their progression.

Criterion VI: GOVERNANCE, LEADERSHIP & MANAGEMENT

6.1   INSTITUTIONAL VISION AND LEADERSHIP

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

The *vision* of KATRAS COLLEGE KATRASGARH is to provide inclusive education for inculcating human values, professionalism and scientific instillation to all sections of students including scheduled tribes, scheduled castes, other backward communities and religious minorities with special focus of girl students.

Mission:

- To provide ample scope for multifaceted development of local youths irrespective of caste, creed, religious affiliation or gender.
- To provide quality higher education to its students.
- To provide and promote inclusive education for all.
- To develop academic programmes based on local/regional/national/ global needs.
- To pursue student-centric learning for self-development and skill development among students.
- To nurture social awareness and collective responsibilities among its students.

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

The annual budget allocation, teaching staff recruitment, non-teaching staff recruitment, infrastructure development, student support and welfare schemes are managed by the Department of Higher Education, Government of Jharkhand.

The University, the Principal, the Non-Teaching staff, the Teachers' Council, Departmental Heads uphold a healthy interaction which helps in designing and implementation of its quality policy and plans. Being a Government College, the Principal has a central role for all correspondence with the management. The Principal is the Administrative Head of the institution also acts as Drawing and Disbursing Officer (DDO) Teachers' Council with different subcommittees coordinates the academic matters. Heads of various Departments synchronize regular administration of the Departments. Specific committees are formed to discuss and take decisions of Administrative Activities.

6.1.3   **What is the involvement of the leadership in ensuring:**

(a) the policy statements and action plans for fulfillment of the stated mission (b) formulation of action plans for all operations and incorporation of the same into the institutional strategic plan (c) interaction with stakeholders (d) proper support for policy and planning through need analysis, research inputs and consultations with the stakeholders (e) reinforcing the culture of excellence (f) Champion organizational change

The Principal is the Head of the Institution. He plays the multidimensional role for smooth functioning of the College. To coordinate the academic activities of the College as a whole, the Teachers' Council is being formed presided by the Principal of the College and all teaching staff as members. This Council consists of the different committees with specific activities. The Council has an academic committee and a UGC committee. These two committees, HODs and the Principal jointly prepare the policy statements and action plans for fulfillment of the stated mission and formulate action plans time-to-time for all operations and their incorporation into the institutional strategic plan. The Principal interacts personally with all the stakeholders, faculty members, non-teaching staff, alumni, students and their parents. The committees in consultation with the Principal and student representatives act for running the day-to-day affairs of the College and are responsible for reinforcing the culture of excellence.

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 Principal in coordination with Teachers' Council, different committee, HODs, NSS programme officers monitors all the institutional activities. The Principal, in consultation with academic committee, UGC committee and all HODs, evaluates policies and plans of the College for effective implementation and improvement from time to time.

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

   i. Faculties are encouraged to increase their academic credential.

   ii. The faculty members are deputed for improving their qualification under FIT (Faculty Improvement Programme) of UGC.

   iii The proposals for either Minor Project or Major Project or National Seminars/ Workshops etc are forwarded to the authority for final approval.

   iv. Some of the proposals like Guest Lectures, Group Discussions, Quiz Competition, are approved by the Principal immediately. He also provides full cooperation in organizing these progrmmes.

6.1.6   How does the college groom leadership at various levels?

`   The College Teachers' Council consists of different committees with a combination of senior faculty members and junior faculty members. This combination of seniors and juniors helps grooming of leadership at various levels. The members and class representatives of Student Union Council help in running the day-to-day affairs of the College. It also helps in grooming of leadership.

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

        The College provides operational autonomy to the various departments and committees and the College administration works towards a decentralized functioning system as follows:

● Principal is the internal sanctioning and disbursing   authority of the finance of the College.

• The administration always seeks advice from the academic committee on different academic activities.

• The Heads of various Departments look after the day-to-day administration of the Departments and interact with the Principal. All Departments are interconnected ,ensuring efficient and smooth work.

• The various committees in consultation with the Principal make their own decisions regarding various co-curricular, extra-curricular and extension activities.

• Official activities are under the purview of the office superintendent. All sections of the office are also interconnected via intercom.

• HODs give advice to the administration on departmental purchases & purchases of the College and also have a monitoring autonomy.

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

Yes, the College promotes a participatory management culture in all activities.

Level Of Participative Management

Principal

Teachers' Council   HODs   Office Superintendent   Students' Council
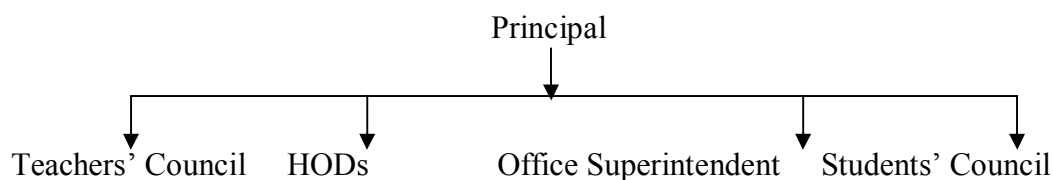
6.2   STRATEGY DEVELOPMENT AND DEPLOYMENT

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

Yes, the College has a formally stated quality policy, mentioned in the vision and mission statements of the College Prospectus. The Academic Committee in coordination with the Principal develops the various activities to fulfill the quality policies time-to-time. Office

superintendent of the College office, librarian, student representatives are

involved in the quality activities making process according to need and also sometimes ex-students from the alumni are involved. These are

discussed in the Teachers' Council meetings and implemented. The Academic Committee monitors the execution of these activities proposed by it for various departments/committees/cell and reviews it time to time.

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

Yes, the College has a perspective plan for academic and infrastructure development. It was prepared for ten years on the priority basis. All stakeholders – students, faculty members, non-teaching staff including local community member were involved in the preparation of the plan. It began with informal consultation between (a) Departmental Heads and faculty members, (b) Students' Council members, (c) non-teaching staff members. After that, a formal meeting of HODs, office superintendent of Office, students representatives and local community member chaired by the Principal is called where the draft plan is prepared. After that, the draft plan is sent for its approval

1. **Academic expansion (year-wise)**

   - Introduction/ augmentation of programmes/courses.

   - Recruitment of additional faculty and requirement of cumulative fund involvement.

   - Additional requirement of supporting staff with cumulative fund involvement.

2. **Infrastructure development (year-wise)**

   - Construction of additional building with measurement and projected cost.

6.2.3 Describe the internal organizational structure and decision making processes.
Internal Organizational Structure:

The Principal is the administrative Head of the institution. The College has a 'Teachers' Council' with various sub-committee (consisting of convener and members) to coordinate especially the academic matters. Some specific committee like 'Students Council', 'Anti-Ragging Committee', 'Committee

against Sexual Harassment and Discipline Committee are the integral part of the Teachers' Council that discuss and take decisions of administrative activities. The Heads of various Departments are responsible for the day-to-day administration of the Departments and report to the Principal.

Decision Making Process:

It is a Government College. All external major decisions, like annual budget allocation, teaching staff and non-teaching staff recruitment, physical infrastructure development, student support and welfare scheme are managed and controlled by the V.B. university.

The internal decision-making process is participatory. The institution uses various data and information obtained from the feedback from students, HODs and faculty, committees and cells, the non-teaching staff in decision-making. The Principal meets with the committees and discusses in the Teachers' Council Meet for decision making. The decisions are then circulated to all concerned stakeholders for implementation.

6.2.4 **Give a broad description of the quality improvement strategies of the institution.**

The quality improvement strategies of the College in teaching & learning, research & development, community engagement, human resource management, industry interaction are described broadly as under: Strategies to improve the quality of **Teaching & Learning** process:

• Ensures transparency in the admission process by the publication of selected admission merit list in the College website and notice board before the date of admission.

• Gives preference on the previous academic records of students in the admission process for getting a large number of good students.

• Takes introductory classes to bridge the knowledge gap of the enrolled students to enable them to cope with the programme of their choice.

• Provides remedial coaching classes for the socially-backward and economically-weaker students to enable them to cope with the programme of their choice.

• Follows the academic calendar.

- Balancing between sanctioned and filled recruitment of teachers.

- Upgradation of the main library with new text books and reference books, internet connection.

- Faculty members are given permission with study leave to enrich their knowledge through seminars, orientation programmes, refresher courses, etc. Strategies to improve the quality in **Research & Development**:

- Encouragement to teachers by the Research Committee to submit research projects to various funding agencies; to publish quality research books, research papers in refereed journals.

- Encouragement to teachers to organize state/national level seminar/ workshop / conference /symposium.

- Provision of computers with internet facility at different segments.

- Invitation to eminent scientists and speakers for delivering talks/ presiding the technical session of the seminar.

- Encouragement to students to attend the seminar, workshops, invited guest lecturers organized by the departments and other Colleges of the state.
  Strategies to improve the quality **in community engagement**:

- The College has active NSS unit, The NSS unit also joins in various awareness campaign, rally in collaboration with different organizations

- Students are also motivated to participate in various seminars and discussions to give them exposure to current societal problems and generate awareness regarding their roles and responsibilities in society. Strategies to improve the quality **in human resource management**:

  - Encouragement to faculty members to attend various staff development programmes.

  - Provision of UGC pay scale to teachers, additional increments to M.Phil./Ph.D. awarded teachers as per UGC norms, annual increments and promotion to the faculty as per UGC norms.

  - Access to computers to all sections of administration.

  - Encouragement to students to attend seminar/symposium/workshop/ invited lectures Strategies in **industry interaction**:

  - No such information is available.

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 Principal being the Head of the institution in coordination with different committees of Teachers' Council ensures that adequate information is published in the College Website and Prospectus.

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 teacher council of the College encourages and supports involvement of its staff in improving the effectiveness and efficiency of the institutional process through the formation of Teachers-Council consisting of different sub-committees with all of the teaching staff as members. The committees play the decision-making role in planning and implementation of activities in different spheres of institutional activities.

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

There is no such management council.

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?

N.A.

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

The grievances/complaints come from the students and teaching and non-teaching staff. The common and individual complaints from the **Teaching staff** are discussed and solved in the Teachers' Council monthly meeting in a healthy manner. Faculty members are also free to express their individual complaints and problems directly to the Principal privately. The complaints from the **students** individually or through the Students Council are directly brought freely to the notice of the Principal. The complaints/grievances are attended promptly and resolved immediately. One complaint box is kept nearer to the Principal's chamber. The complaints from the **other stakeholders** are promptly attended by the Principal. In some cases, the Principal takes necessary action alone. In some cases, decisions are taken jointly by the Principal and concerned committee members.

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, there has been no court cases filed by and against the institute during the last four years.

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

The College does not have a set mechanism of obtaining student feedback on its institutional performance. The Principal, HODs and the committees collect feedback from the students on its institutional performance in different meetings/interaction. The obtained data are analyzed and used for the improvement of its institutional performance

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?

The efforts made by the College to enhance the professional development of its staff are:

• The faculty members are encouraged to attend staff development programmes, such as orientation programmes, refresher courses,

seminars, workshops, conferences, etc. They are also encouraged to organize staff development programmes.

• The teachers are encouraged and motivated to submit research projects to various funding agencies. They are also motivated to join in individual research for M.Phil./Ph.D. programme .

• The non-teaching staffs are encouraged to attend the staff development

programmes such as training programme on functioning and management of library, training on use of free and open source software in libraries etc.

• The computer skill development programme is being organized for teaching staff and non-teaching staff.

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

The strategies adopted by the College for faculty empowerment are:

• The faculty members are encouraged to attend Orientation Programme, Refresher Courses, Seminars, Workshops, Conferences, Symposium, short-term training and sanctioned duty leaves by the Principal. Detailed information regarding the programmes is also circulated.

• They are also encouraged to receive grants for research project/individual research from the funding agencies, like UGC etc. Duty leave is sanctioned to them to present research papers in seminars/conferences organized by other institutions/organizations. Infrastructure is provided to them for carrying out research work in the College.

- Computer Skill Development Programme for teachers is organized by the College

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.**

Self-Appraisal Report at the time of promotion from one post to another post and one grade pay to another grade pay. The Reports are evaluated secretly by the Principal and send to the university for approval. The College also appraises the performance of its non-teaching staff at the time of promotion recommended by the Principal and approval by the university.

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?**

Promotion and new grade pay are considered as per report approved by the higher authority of university. Outcomes and decisions are communicated to the appropriate stakeholders through the Principal.

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?**

The College has several welfare schemes for its teaching and nonteaching staff. Many staff had been availed the benefit of such schemes in the last four years (2009-10 to 2012-13):

Duty leave –

Duty leave is granted for attending orientation programmes /refresher courses/ Seminars/ conferences/ training programmes/ workshops/ acting as resource person etc.

Medical Leave –

1. Yearly 20 days half pay medical leaves are given to all the staff members. All teaching staff and all non-teaching staff had availed medical leave at least once within the last four years.

2. Six months maternity leave is provided to its female staff.

3. 15 days paternity leave is provided to the male staff.

Insurance – An insurance policy named Group Insurance is available to all the staff members of the college. The monthly premiums are automatically deducted from the salary as per Groups - A, B, C, D.

Medical allowance @Rs 300 per month is paid to all teaching and non-teaching staff.

GPF – Provision of provident fund is available for all the staff members.

Gratuity – Gratuity benefit is provided after retirement.

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

As being a government college, is guided by the State Government Service Rules and hence all appointments and retainment of faculty members are governed by the same. However, the management has taken lot of measures for attracting and retaining eminent faculty:

• Offers UGC pay scale.

• M.Phil and Ph.D. awarded teachers get additional increments as per UGC norms.

• Provides annual increments and promotion grants to the faculty as per UGC norms.

• Provides GPF.

6.4   FINANCIAL MANAGEMENT AND RESOURCE OBILIZATION

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

The institutional mechanisms to monitor available financial resources are:

• Major policy decisions regarding financial planning are made by the the vinoba bhave university.

• All financial accounts are audited.

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.

Yes, the College has such mechanism. The external audit regarding all the government grants and non-government fund and expenditure of the College is conducted by the Office of the Accountant General of Government of Jharkhand Besides this, the internal audit regarding the minor/major research project fund sanctioned by various state/national agencies and all UGC funds sanctioned for the development of the College are audited by a private C.A.

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 receipts/funding of the College are:

• The component of staff salary is fully disbursed by the state government.

• Financial receipt on library books/journals is received from the state government and from the UGC fund.

• Student scholarships are received from various schemes under state and central governments.

• Different grants for updating/purchasing equipments/ teaching aids/ infrastructure for co-curricular development are received from the UGC.

• Grants for organizing seminars/workshops are received from UGC.

Income Statement

Particulars	2013-2014	2014 – 2015	2015 -2016	2016 - 2017
1.Salary	2,12,48,205	2,22,20,875	25,89,099	2,53,420.10
3.Non-Salary	4,02,000	4,32,000	16,05,250	27,85,587
3.Stipend	-	-	-	-

Expenditure Statement

Particulars	2013-2014	2014 – 2015	2015 -2016	2016 - 2017
1.Salary	2,12,48,205	2,22,20,875	25,89,099	2,53,420.10
3.Non-Salary	4,02,000	4,32,000	16,05,250	27,85,587
3.Stipend	1,416	-	-	-

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

The College has funding sources as mentioned in 6.4.3.

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)? If 'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality

assurance processes?

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

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

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

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

(a) The Internal Quality Assurance Cell (IQAC) has been established in the college on 28/01/2015. The Cell has been playing a pro-active role. The basic policy of the institution to impart quality education to the students and also fulfills its mission. Hence, continuous improvement in the quality of teaching-learning process is the institutional policy. The IQAC is an active and effective advisory body to suggest infrastructural and technological development in the campus.

(b) There are several meetings were held with the members of the IQAC. Some of the important suggestions are as follows:

- Online admission system
- To make the campus Wi-Fi.
- To digitalized the Library
- To constitute the departmental council for academic excellence.

All such suggestions of the IQAC are put before the senior faculty members and after discussions and deliberations a proposal for academic excellence is made. Some of the proposals have been executed by the Principal and rest has been sent to the University for the Final approval.

(c)   Yes, IQAC consists of two external members of the reputed Institutions like Indian School of Mine (ISM) and Central Institute of Mining & Fuel Research (CIMFR). The members had made suggestion to improve the intuitional teaching and learning process.

(d)   The members of IQAC received valuable feedbacks from the students and the Alumni about the teaching learning process and its excellence.

(e)   senior faculties are the members of IQAC. They air the view of the faculty and endeavor to incorporate their needs in the major academic policy and its implementations.

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

At present the College does not have a focussed integrated framework for quality assurance of the academic and administrative activities. The Teachers' Council works for all kinds of academic and administrative activities and helps in quality assurance of these activities. The Principal is the president of this Council. All teachers of the College are the members of this Council. The Council consists of different committees and subcommittees for specific academic and administrative activities. The Students' Union Council also takes an active part in the functioning of these activities.

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.**

No.

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?

It is a government college. mechanism for academic auditing of its affiliated colleges. The University has appointed a permanent teacher as *Director of College Development Council*. By her leadership the University team audits the academic working of the Colleges. The University has not yet conducted such auditing in this College. Whenever a new course/programme is introduced, the University reviews the academic provisions. The University sends a team of experts to visit the College. The team visits the College, observes available infrastructure and meet with the Principal and Departmental faculty members. The team then sends the feasibility report to the College. The

Department of Higher Education, Management of the College conducts at least one inspection annually. They visit the departments and College offices, observe available infrastructure and meet the Principal, Teachers' Council and Students' Union Council. It helps to take the initiatives to improve the institutional activities.

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

The internal quality assurance mechanisms of the College are aligned with the external agencies like affiliating University. The College is also striving

regularly to align with the requirements and guidelines provided by the NAAC.

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?

Structure	Interaction/meeting with • Principal, Academic Committee and HODs • Principal and Examination Committee • Principal, Academic and Routine Committee • Principal and class Representatives • Academic and Libraray Advisory Committee
Methodologies of operation	• Academic Committee monitors the teaching learning activities HODs monitor the concerned departments through the interaction with students and teachers, results of Internal Examination and University Examination • Examination Committee assists all activities of the College related to Internal Examination and University scheduled final examination • Routine Committee prepares class routine • Class representatives brings the teaching learning problem directly to the notice of the Principal • Library Advisory Committee takes interest for the improvement of library services
Outcome	• Large students departments, like Political Science, Education and History are clustered • Number of text books increased in the library • Number of books increased in the departmental library • Modern teaching tools provided in the classroom

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

The College communicates its quality assurance policies, mechanisms and outcomes as follows:

To	Through
Internal Stakeholders • Students • Teaching Staff • Non-teaching Staff	Circulars, notice board, College website. Teachers' Council meeting, Principal and HODs meeting, notices, circulars, College website. Notices, Principal and non-teaching staff meeting, College website.
External Stakeholders • Parents, alumni, local people	College website, College programme

Criteria VII: INNOVATIONS AND BEST PRACTICES

7.1   ENVIRONMENT CONSCIOUSNESS

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

Katras College has conducted Green Audit of its campus. The College has got more than 40 plants planted on its campus. The College also has garden on its Campus. The garden is manage by the NSS unit. Under the guidance of Programme Officer.

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

Following are available into the college to make the campus eco-friendly:

1. Energy conservation:

- Buildings are well ventilated with glass window to maximize natural lighting. It helps in conservation of electricity. Still the College had installed CFLs. Lights and fans are switched off by floor peons, staff and students after completion the classes so that the use of electricity can be minimized. It helps in energy saving.

- From the year 2011 all computers purchased are of LCD monitors to reduce the usage of electricity. It also helps in conservation of electricity.

2. Use of renewable energy: Nil.

3. Water harvesting: Water harvesting is proposed in the campus.

4. Check dam construction: proposed in the DPR submitted to RUSA.

5. Efforts for Carbon neutrality:

- College location is far away from coal mines/industrial area.

6.   Plantation: A number of trees exist at different places in the college. Tree plantation in the campus is a regular activity of the NSS unit. There is a small herbal garden maintained by the Department of Botany.

7.   Hazardous waste management: In our college hazardous waste is generated minimum. Though sufficient numbers of dustbin are kept at each

floor by the NSS unit for deposition of hazardous waste. All are collected together and regularly disposed of manuall.

8 e-waste management:

7.2   INNOVATIONS

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

During the last four years the College has taken many innovative steps for smooth functioning of the College. Some of them are presented below:

1. Innovations in Admission Procedure:

• Manual admission procedure is replaced by computerized system under process

2. Innovative Infrastructure Facilities:

• Construction of a new academic block.

• Establishment of one computer laboratories.

• Establishment of departmental libraries.

• Establishment of UGC Network Centre in the main library with three computers.

• Science labs are equipped with instruments.

• Construction of a big multipurpose hall with modern instruments.

• Establishment of internet connectivity in different segments of the College.

• Library is in process of automation through e-granthalaya.

• All Blackboards are replaced by white boards, green glass boards and computer with LCD projectors.

• Installation of audio system in the big classrooms.

• Setting up smart classrooms.

3. Innovative Strategies in Research, Consultancy and Extension

• Setting up an integrated research laboratory for sciences.

4. **Innovative Strategies in Governance and Leadership:**

• Alumni Association has been formed to maintain the good relationship

between the college and old students.

7.3   BEST PRACTICES

7.3.1   Elaborate on any two best practices which have contributed to the achievement of the Institutional Objectives and/or contributed to the Quality improvement of the core activities of the college.

Two best practices which have contributed to the achievement of the institutional objectives and/or contributed to the quality improvement of the core activities of the college are given:

Best Practice-1

1.   **Title of the Practice**: Widening access to higher education.

2.   **Goal**:

• To widen access to higher education.

• To create equity and access to its students from disadvantage community, women, minority-community and economically weaker sections of the society.

• It is a policy of the state government which is practiced by the College with highest priority.

3.   **The Context**:

The College established to cater to the demands of providing higher education to the students, especially to the Baghmara constituency. Apart from this, most of the rural community students who have agricultural family background seek higher education in this College. Keeping these local needs in mind, the College has taken some strategies for widening access to higher education to its students from disadvantaged-community, women, minority-community and economically weaker sections of the society.

4.   **The Practice**:

Some reflections of the strategies adopted to widen access to higher education to a wide range of rural community students from disadvantaged-community, women, minority-community and economically weaker sections of the society are mentioned below. It helps to create equity and access to higher education to its students.

• **Reservation of seats for admission of SC/ST students**:

The College follows the reservation policy of the Government of Jharkhand.10% seat of each honours subject for the SC students and 26% seat for the ST students are reserved.

- **Relaxation on cut-off mark percentages in admission for**

SC/ST students: The College follows the V.B.University norms. There is no cut-off percentages at H.S.(+2) stage for SC/ST students for applying the courses to be studied against their reserved seats.

- **UGC sponsored Remedial Coaching Classes for SC, ST, OBC (Non Creamy Layer) and Minority students**: Remedial coaching classes for pass and honours courses are taken for SC, ST, OBC and minority students during the month of December onwards..

- **Post-Metric Scholarships for different socio-economic, religious and other backward communities**

Students enrolled in inter and UG courses apply for scholarship through the college welfare department of Jharkhand govt., and the grant is directed to their individual bank accounts.

- **Organizing Coaching Classes for Competitive Examinations for SC, ST, OBC (Non Creamy Layer) and Minority Students**:

The College runs Coaching Classes for entry in services for SC, ST, OBC and Minority.

1. **Evidence of Success**:

Student are now better prepared for competitive Examination.

Problems Encountered and Resources Required:

- There is a tendency to choose a combination of History, Economics and Political Science among the large number of students for B.A. programme which results in allowing a huge number of students in all sections of these departments. Roll call takes a long time of these classes.

- **S**tudents with lower marks are admitted in order to fill up reserved seats especially in honours courses. As a result, an undesirable trend is observed, such as drop out from the honours courses and shifting to the general courses. Poor result in certain subjects is its another outcome. The important resources required for this practice is human resource. Additional regular faculty members are also needed for clustering the classes.

<div align="center">Best Practice-2</div>

1. **Title of the Practice**: Participatory decision-making process.

2.   **Goal:**

- To achieve the vision and mission of the institution

- To build a healthy institutional culture.

- To involve the staff and the students in decision-making process.

- To ensure transparency both in the academic and administrative activities.

3.   **The Context:**

It is the extent to which the College management allows and encourages the

stakeholders to share and participate in the institutional decision-making.

4.   **The Practice:**

The practice of this process is summarized in the following two flow charts.

Chart: Participatory Decision-Making Process

Academic Decision – Making Process

Principal and HODs meeting

Teachers' Council meeting Composition : President : - Principal Members : - All teachers

Decisions taken and Circulated to academic units

Principal & Sub – Committees meeting (Students representative with specific committees)
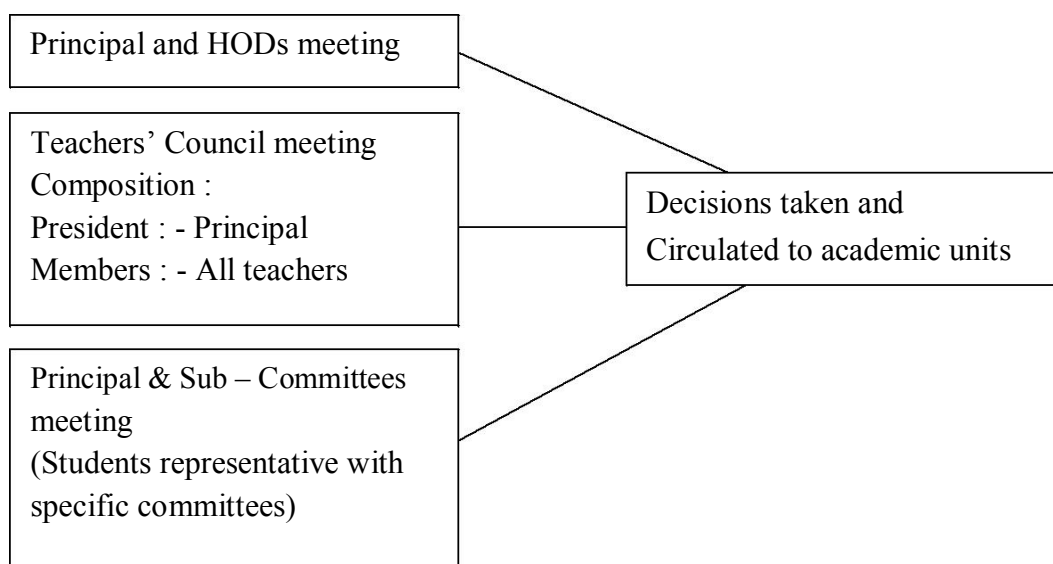
Administrative Decision – Making Process

Administrative **Head :** Principal & DDO	←→

HODs : Day - to –

Departmental

Administration

→ Office : Officials
Superintendent
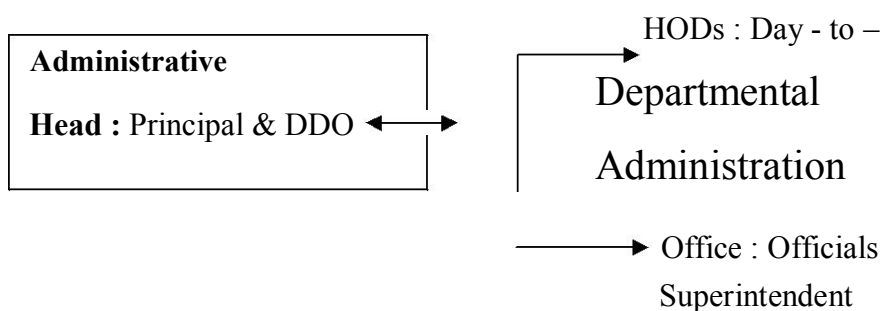
5.   **Evidence of Success:**

· This practice helps to enrich the decisions.

· Cooperation among stakeholders has improved.

7.   Contact Details

Name of the Principal: Dr. Pramod Kumar Jha

Name of the Institution: Katras College, Katrasgarh

City: Dhanbad

Pin Code: 828114

Accredited Status: Submitted for Cycle 1

Work Phone: 03262372562

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                                                   pramodkumajha@gmail.com

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EVALUATIVE REPORT OF THE DEPARTMENTS

1. Humanity

   (a) Hindi

   (b) English

   (c) Sanskrit

   (d) Bangla

   (e) Urdu

   (f) Philosophy

   (g) Psychology

2. Social Science

   (a) History

   (b) Political Science

   (c) Economics

   (d) Psychology

3. Science

   (a) Physics

   (b) Chemistry

   (c) Zoology

   (d) Botany

   (e) Mathematics

4. Commerce

Evaluative Report of the Departments

1. Name of the department :- **Hindi**

2. Year of Establishment   :-   1964

3. Names of Programmes/Courses offered :- UG

4. Names of Interdisciplinary courses and the departments /units involved :-

Nil

5. Annual/semester/choice based credit system (Programme wise) CBCS

6. Participation of the department in the courses offered by other departments:-

No

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 posts :-

Sanctioned	Filled	Professors	Associate Professors	Assistant Professors
02	01	Nil	Nil	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
1. Dr. S. S. Prasad	M.A. Ph. D	Assistant Professor	Surdas	20 Years	Nil
2. Dr. T. K. Jha	M.A. Ph. D	Ret. Professor	-	-	Nil
3. Mis Mousami Singh	M.A. NET	Contractual	Surdas	16 Month	Nil

11. List of Senior visiting faculty:- Dr. M. Upadhayay Rtd. Professor P.G. VBU, Hazaribag.

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty :- 60%

13. Student – Teacher Ratio (Programme wise):- UG   230 :1

14. Number of academic support staff (technical) and administrative staff;

sanctioned and filled :-   Nil

15. Qualifications of teaching faculty with D. Sc/D. Litt./Ph. D/ M. Phil/ PG. Please refer question no. 10.

16. Number of faculty with ongoing projects from a) National   b) International Funding agencies and grants received :- Nil

17. Departmental projects funded by DST – FIST; UGC, DBT, ICSSR, etc. and total grants received :-   Nil

18. Research Centre / facility recognized by the University :- N.A.

19. Publications :-

Publication per faculty :- Nil
Number of papers published in peer reviewed journals (national / international) by faculty and students :- Nil

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.)
 :- Nil

Monographs :- Nil

Chapter in Books :- Nil

Books Edited :- Nil

Books with ISBN/ISSN numbers with details of publishers :- Nil

Citation Index :- Nil

SNIP :- Nil

SJR :- Nil

Impact factor :- Nil

H – index :- Nil

20. Areas of consultancy and income generated :- N.A.

21. Faculty as members in :- a) National committees b) International Committees c) Editorial Boards :- Nil

22. Student projects :-

   a). Percentage of students who have done in –house projects including inter departmental/programme :- Nil

   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 :- Data not available

24. List of eminent academicians and scientists/ visitors to the department :- Nil

25. Seminars/ Conferences/ Workshops organized & the source of funding :- Nil

        National :- Nil

        International :- Nil

        Departmental Seminar - 02

26. Student profile programme/course wise :-

Name of the Course	Applications received	Selected
U.G.	240	227

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
U.G.	98 %	02%	Nil

29. How many students have cleared national and state competitive examinations such a NET, SLET, GATE, Civil services, Defense services, etc. ? Data not available.

29. Student progression – Data not available

30. Details of Infrastructural facilities

        a. Library :-   No

        b. Internet facilities for Staff & Students :-   Yes

        c. Class rooms with ICT facility :-   No

        d. Laboratories :-   Not required.

31. Number of students receiving financial university, government or other agencies :- Scholarship granted by the Jharkhand Govt. to SC, ST, OBC and Minority categories, are credited to the Students Bank Accounts.

32. Details on student enrichment programmes (special lectures/workshops/ seminar with external experts :-

33. Teaching methods adopted to improve student learning:-

        ❖ **Group Discussion.**

      ❖ **Tutorial Classes**

      ❖ **Special Classes.**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities :- NSS.

35. SWOC analysis of the department and Future plans :-

❖ **More Faculties Needed as this subject is compulsory for all students .**

❖ **Departmental Library.**

❖ **Future plan to start UG course in Bhasha Vigyan and Functional Hindi.**

Evaluative Report of the Departments

1. Name of the department :- **Sanskrit**

2. Year of Establishment   :-   1964

3. Names of Programmes/Courses offered :- UG

4. Names of Interdisciplinary courses and the departments /units involved :-
 Nil

5. Annual/semester/choice based credit system (Programme wise)   CBCS

6. Participation of the department in the courses offered by other departments:-
No

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 posts :-

Sanctioned	Filled	Professors	Associate Professors	Assistant Professors
02	01	Nil	Nil	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
1. Dr. S. P. Choubey	M.A. Ph. D	Assistant Professor	Sahitya	31 Years	Nil

11. List of senior visiting faculty:- Dr. Janki Devi PG Head Ranchi University

12. Percentage of lectures delivered and practical classes handled
 (programme wise) by temporary faculty :- N.A.

13. Student – Teacher Ratio (Programme wise):- UG   16 :1

14. Number of academic support staff (technical) and administrative
 staff; sanctioned and filled :-   Nil

15. Qualifications of teaching faculty with D. Sc/D. Litt./Ph. D/ M. Phil/

 PG.   Please refer question no. 10.

16. Number of faculty with ongoing projects from a) National   b)
 International Funding agencies and grants received :- Nil

17. Departmental projects funded by DST – FIST; UGC, DBT, ICSSR, etc.

    and total grants received :-   Nil

18. Research Centre / facility recognized by the University :-   N.A.

19. Publications :-

    ™ Publication per faculty :-   – 03

Number of papers published in peer reviewed journals (national / international) by faculty and students :- 01

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.)

:- Nil

Monographs :- Nil

Chapter in Books :- Nil

Books Edited :- Nil

Books with ISBN/ISSN numbers with details of publishers :- Nil

Citation Index :- Nil

SNIP :- Nil

SJR :- Nil

Impact factor :- Nil

H – index :- Nil

20. Areas of consultancy and income generated :- N.A.

21. Faculty as members in :- a) National committees b) International Committees c) Editorial Boards :- Nil

22. Student projects :-

    a). Percentage of students who have done in –house projects including inter departmental/programme :- Nil

    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 :- Data not available

24. List of eminent academicians and scientists/ visitors to the department:- Dr. Janki Devi PG Head Ranchi University.

25. Seminars/ Conferences/ Workshops organized & the source of funding :- Nil

       National :- Nil

       International :- Nil

       Departmental Seminar - 02

26. Student profile programme/course wise :-

Name of the Course	Applications received	Selected
U.G.	14	14

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
U.G.	100 %	Nil	Nil

28. How many students have cleared national and state competitive examinations such a NET, SLET, GATE, Civil services, Defense services, etc. ? Data not available.

29. Student progression – Data not available

30. Details of Infrastructural facilities

       Library :-   No

       Internet facilities for Staff & Students :-   Yes

       Class rooms with ICT facility :-   No

       Laboratories :-Not required.

31. Number of students receiving financial university, government or other agencies :- Scholarship granted by the Jharkhand Govt. to SC, ST, OBC and Minority categories, are credited to the Students Bank Accounts.

32. Details on student enrichment programmes (special lectures/workshops/ seminar with external experts :-

33. Teaching methods adopted to improve student learning:-

      ❖ **Group Discussion.**

      ❖ **Tutorial Classes**

      ❖ **Assignments.**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities :-
    NSS.

35. SWOC analysis of the department and Future plans :-

> ❖ **No. of student are very few.**
>
> ❖ **Planning to start Journal in Sanskrit.**

Evaluative Report of the Departments

1. Name of the department :-   **English**

2. Year of Establishment   :-   1964

3. Names of Programmes/Courses offered :-   UG

4. Names of Interdisciplinary courses and the departments /units involved :-

Nil

5. Annual/semester/choice based credit system (Programme wise)   CBCS

6. Participation of the department in the courses offered by other departments:-

 No

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 posts :-

Sanctioned	Filled	Professors	Associate Professors	Assistant Professors
02	01	Nil	01	01 (Guest Faculty)

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
1. Prof. Ajaya Kumar Singh	M.A.	Associate Professor	Fiction	36 Years	Nil
2. Dr. G. K. Pathak	M.A. Ph. D	Assistant Professor (Guest Teacher)	Drama	9 Years	Nil

11. List of senior visiting faculty:- Dr. Rajesh Kumar PG Deptt. of English VBU

 Hazaribag, Prof. M. K. Pandey and Dr. Indarjeet Kumar P.K.R.M. College, Dhanbad.

12. Percentage of lectures delivered and practical classes handled (programme

 wise) by temporary faculty :- 20%

13. Student – Teacher Ratio (Programme wise):- UG   154 :1

14. Number of academic support staff (technical) and administrative staff;

 sanctioned and filled :-   Nil

15. Qualifications of teaching faculty with D. Sc/D. Litt./Ph. D/ M. Phil/

 PG.   Please refer question no. 10.

16. Number of faculty with ongoing projects from a) National   b)

International Funding agencies and grants received :- Nil

17. Departmental projects funded by DST – FIST; UGC, DBT, ICSSR, etc. and
total grants received :-   Nil

18. Research Centre / facility recognized by the University :- N.A.

19. Publications :-

Publication per faculty :- (i) Dr. G. K. Pathak – 06

International – 04 National - 02

Number of papers published in peer reviewed journals (national /
international) by faculty and students :- 04

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.)

:- Nil

Monographs :- Nil

Chapter in Books :- Nil

Books Edited :- Nil

Books with ISBN/ISSN numbers with details of publishers :- Nil

Citation Index :- Nil

SNIP :- Nil

SJR :- Nil

Impact factor :- Nil

H – index :- Nil

20. Areas of consultancy and income generated :- N.A.

21. Faculty as members in :- a) National committees b) International Committees
c) Editorial Boards :- Nil

22. Student projects :-

a). Percentage of students who have done in –house projects including inter
departmental/programme :- Nil
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 :- Data not available

24. List of eminent academicians and scientists/ visitors to the department :- Nil

25. Seminars/ Conferences/ Workshops organized & the source of funding :- Nil

a. National :- Nil

b. International :- Nil

c. Seminar :- Departmental

26. Student profile programme/course wise :-

Name of the Course	Applications received	Selected
U.G.	152	145

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
U.G.	95 %	05%	Nil

28. How many students have cleared national and state competitive examinations such a NET, SLET, GATE, Civil services, Defense services, etc. ? Data not available.

29. Student progression – Data not available

30. Details of Infrastructural facilities

    a. Library :-   No

    b. Internet facilities for Staff & Students :-   Yes

    c. Class rooms with ICT facility :-   No

    d. Laboratories:- Not required.

31. Number of students receiving financial university, government or other agencies :- Scholarship granted by the Jharkhand Govt. to SC, ST, OBC and Minority categories, are credited to the Students Bank Accounts.

32. Details on student enrichment programmes (special lectures/workshops/ seminar with external experts :- i) Special Lectures organized under NSS Programme.

                ii) Internal Seminars.

33. Teaching methods adopted to improve student learning:-

    ❖ **Group Discussion.**

    ❖ **Tutorial Classes**

    ❖ **Special Assignments.**

    ❖ **Poetry Recitation.**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities :- NSS.

35. SWOC analysis of the department and Future plans :-

- ❖ **Excess workload on teachers. .**
- ❖ **Need for faculties against vacant posts.**
- ❖ **Need for departmental library and Journals.**
- ❖ **Planning to start Degree Course in linguistics.**

35. SWOC analysis of the department and Future plans :-

Evaluative Report of the Departments

1. Name of the department :-   **Philosophy**

2. Year of Establishment   :-   1964

3. Names of Programmes/Courses offered :-   UG

4. Names of Interdisciplinary courses and the departments /units involved :-

 Nil

5. Annual/semester/choice based credit system (Programme wise) CBCS

6. Participation of the department in the courses offered by other departments:-

 No

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 posts :-

Sanctioned	Filled	Professors	Associate Professors	Assistant Professors
02	02	Nil	Nil	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
1. Prof. A. K. S. Choudhary	M.A.	Assistant Professor	Philosophy of Religion	33 Years	Nil
2. Dr. K. Murari	M.A. Ph. D	Assistant Professor	Indian Philosophy	9 Years	Nil

11. List of senior visiting faculty:- Dr. N. K. Ambastha Associate Prof. P. K.R.M. Dhanbad

12. Percentage of lectures delivered and practical classes handled (programme

wise) by temporary faculty :- N.A.

13. Student – Teacher Ratio (Programme wise):- UG   85 :1

15. Qualifications of teaching faculty with D. Sc/D. Litt./Ph. D/ M. Phil/

PG.   Please refer question no. 10.

16. Number of faculty with ongoing projects from a)   National   b)

International Funding agencies and grants received :- Nil

17. Departmental projects funded by DST – FIST; UGC, DBT,   ICSSR,

etc. and total grants received :-   Nil

18. Research Centre / facility recognized by the University :- N.A.

19. Publications :-

❖ Publication per faculty:- 1. Prof. A. K.S. Choudhary - 02.
2.Dr. K. Murari–   06
(International – 01 National – 05)

❖ Number of papers published in peer reviewed journals (national / international) by faculty and students :- 01

❖ 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.) :- Nil

❖ Monographs :- Nil

❖ Chapter in Books :- Nil

❖ Books Edited :- Nil

❖ Books with ISBN/ISSN numbers with details of publishers :- Nil

❖ Citation Index :- Nil

❖ SNIP :- Nil

❖ SJR :- Nil

❖ Impact factor :- Nil

❖ H – index :- Nil

20. Areas of consultancy and income generated :- N.A.

21. Faculty as members in :- a) National committees b) International

Committees c) Editorial Boards :- Nil

22. Student projects :-

a). Percentage of students who have done in –house projects including inter departmental/programme :- Nil

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 :- Data not available

24. List of eminent academicians and scientists/ visitors to the department :- Dr. N. K. Ambasta Associate Prof. P. K.R.M. Dhabad.

25. Seminars/ Conferences/ Workshops organized & the source of   funding :- Nil

   a.   National :- Nil

   b.   International :- Nil

   c.   Departmental Seminar - 02

26. Student profile programme/course wise :-

Name of the Course	Applications received	Selected
U.G.	107	92

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
U.G.	98 %	02%	Nil

28. How many students have cleared national and state competitive examinations such a NET, SLET, GATE, Civil services, Defense services, etc. ? Data not available.

29. Student progression – Data not available

30. Details of Infrastructural facilities

   a.   Library :- No

   b.   Internet facilities for Staff & Students :- Yes

   c.   Class rooms with ICT facility :-No

   d.   Laboratories :-   Not required.

31. Number of students receiving financial university, government or other agencies :- Scholarship granted by the Jharkhand Govt. to SC, ST, OBC and Minority categories, are credited to the Students Bank Accounts.

32. Details on student enrichment programmes (special lectures/workshops/ seminar with external experts :-

33. Teaching methods adopted to improve student learning:-

    - ❖ **Group Discussion.**
    - ❖ **Tutorial Classes**
    - ❖ **Seminars.**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities :- NSS.

35. SWOC analysis of the department and Future plans :-

    - ❖ **Optimum Student – Teacher ratio.**
    - ❖ **Planning to introduce post Graduate Course.**
    - ❖ **Needs to popularize the subject in the mass.**

Evaluative Report of the Departments

1. Name of the department :-   **History**

2. Year of Establishment   :-   1964 (UG)

3. Names of Programmes/Courses offered :- UG

4. Names of Interdisciplinary courses and the departments /units involved :-

Nil

5. Annual/semester/choice based credit system (Programme wise) CBCS

6. Participation of the department in the courses offered by other departments:-

No

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 posts :-

Sanctioned	Filled	Professors	Associate Professors	Assistant Professors
02	01	Nil	01	Nil

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
Prof. S. Kumar	M.A.	Associate Professor	Modern Indian History	40 Years	-
Prof. P. S. Choudhary	M.A.	Contractual Basic Red. Prof.	Medieval India	46 Years	-
Prof. Mukesh Kumar Sharma	M.A. NET	Contractual Basis	Medieval India	16 Month	-
Prof. Rinki Kumari	M.A.	Contractual Basis	Medieval India	08 Month	-
Dr. Naresh Kumar Saw	M.A. Ph. D NET	Contractual Basis	Medieval India	16 Month	-.

11. List of senior visiting faculty :- Nil

12. Percentage of lectures delivered and practical classes handled (programme
      wise) by temporary faculty :- 66%

13. Student – Teacher Ratio (Programme wise):- UG   310 :1

14. Number of academic support staff (technical) and administrative staff;
        sanctioned and filled :-   Nil

15. Qualifications of teaching faculty with D. Sc/D. Litt./Ph. D/ M. Phil/ PG. Please refer question no. 10.

16. Number of faculty with ongoing projects from   a)   National   b) International Funding agencies and grants received :- Nil

17. Departmental projects funded by DST – FIST; UGC, DBT, ICSSR, etc. and total grants received :-   Nil

18. Research Centre / facility recognized by the University :- N.A.

19. Publications :-

Publication per faculty :- (i) Prof. S. Kumar – 02

(ii) Dr. N. K. Saw – 01
(iii) Prof. Mukesh Kumar Sharma -Nil
(iv)

Number of papers published in peer reviewed journals (national / international) by faculty and students :- (i) Prof. S. Kumar – 02

(ii) Dr. N. K. Sahu – 01

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.) :- Nil

Monographs :- Nil

Chapter in Books :- Nil

Books Edited :- Nil

Books with ISBN/ISSN numbers with details of publishers :-Nil

Citation Index :- Nil

SNIP :- Nil

SJR :- Nil

Impact factor :- Nil

H – index :- Nil

20. Areas of consultancy and income generated :- N.A.

21. Faculty as members in :- a) National committees b) International Committees c) Editorial Boards :- Nil

22. Student projects :-

a). Percentage of students who have done in –house projects including inter departmental/ programme :- Nil

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 :-

Data not available

23. List of eminent academicians and scientists/ visitors to the department :- Nil

24. Seminars/ Conferences/ Workshops organized & the source of funding :- Nil

National :- Nil

International :- Nil

Seminar :- 01 Departmental Seminar Organized.

25. Student profile programme/course wise :-

Name of the Course	Applications received	Selected
U.G.	608	541

26. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
U.G.	98 %	02%	Nil

27. How many students have cleared national and state competitive examinations such a NET, SLET, GATE, Civil services, Defense services, etc. ? Data not available.

28. Student progression – Data not available

29. Details of Infrastructural facilities

Library :-   No

Internet facilities for Staff & Students :-   Yes

Class rooms with ICT facility :-   Under Process

Laboratories :-Not required.

30. Number of students receiving financial university, government or other agencies :- Scholarship granted by the Jharkhand Govt. to SC,

ST, OBC and Minority categories, are credited to the Students Bank Accounts.

32. Details on student enrichment programmes (special lectures/workshops/ seminar with external experts :- Departmental Seminars - 06

33. Teaching methods adopted to improve student learning:-

❖ **Group Discussion.**

❖ **Tutorial Classes**

❖ **Assignments.**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities :- NSS.

35. SWOC analysis of the department and Future plans :-

❖ **Need of More Faculties.**

❖ **Need of for Journal and Periodicals in the Department.**

❖ **Future Plan is to start Degree/ Diploma courses in Archeology.**

Evaluative Report of the Departments

1. Name of the department :-   **Political Science**

2. Year of Establishment   :-   1964 (UG)

3. Names of Programmes/Courses offered :- UG

4. Names of Interdisciplinary courses and the departments /units involved :-

 Nil

5. Annual/semester/choice based credit system (Programme wise) CBCS

6. Participation of the department in the courses offered by other departments:-

No

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 posts :-

Sanctioned	Filled	Professors	Associate Professors	Assistant Professors
02	01	Nil	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. of Ph. D. Students guided for the last
Prof. G. C. Roy	M.A.	Associate Professor	International Law	34 Years	-
Mrs. Prof. Tanuja Roy	M.A.	Assistant Professor (Guest Faculty)	-	31 Years	-

11. List of senior visiting faculty :-   i) Prof. R. N. Jha

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty :-   20%

13. Student – Teacher Ratio (Programme wise):- UG   283 :1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled :-   Nil

15. Qualifications of teaching faculty with D. Sc/D. Litt./Ph. D/ M. Phil/ PG. Highest Degree of the Faculties are mentioned in question no. 10.

16. Number of faculty with ongoing projects from a)   National   b) International Funding agencies and grants received :- Nil

17. Departmental projects funded by DST – FIST; UGC, DBT, ICSSR, etc. and total grants received :-   Nil

18. Research Centre / facility recognized by the University :-   N.A.

19.   Publications :-

Publication per faculty :- (i) Prof. G. C. Roy - 03

Number of papers published in peer reviewed journals (national / international) by faculty and students :- Prof. G. C. Roy - Nil

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.) :- Nil

Monographs :- Nil

Chapter in Books :- Nil

Books Edited :- Nil

Books with ISBN/ISSN numbers with details of publishers :-Nil

Citation Index :- Nil

SNIP :- Nil

SJR :- Nil

Impact factor :- Nil

H – index :- Nil

20. Areas of consultancy and income generated :- N.A.

21. Faculty as members in :- a) National committees b) International Committees c) Editorial Boards :- Nil

22. Student projects :- Nil

a). Percentage of students who have done in –house projects including inter departmental/ programme :- Nil

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 :- Data not

available

24. List of eminent academicians and scientists/ visitors to the department :-

Nil

25. Seminars/ Conferences/ Workshops organized & the source of funding :-

Nil

a. National :- Nil

b. International :- Nil

26. Student profile programme/course wise :-

Name of the Course	Applications received	Selected
U.G.	290	225

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
U.G.	95 %	05%	Nil

28. How many students have cleared national and state competitive

examinations such a NET, SLET, GATE, Civil services, Defense services,

etc. ? Data not available.

29. Student progression –   Data not available

30. Details of Infrastructural facilities

a. Library :-   No

b. Internet facilities for Staff & Students :-   Yes

c. Class rooms with ICT facility :-   Under Process

d. Laboratories :-   Not required.

31. Number of students receiving financial university, government or other agencies :- Scholarship granted by the Jharkhand Govt. to SC, ST, OBC and Minority categories, are credited to the Students Bank Accounts.

32. Details on student enrichment programmes (special lectures/workshops/ seminar with external experts :- Departmental Seminars addressed by Experts of different fields.

33. Teaching methods adopted to improve student learning:-
    - ❖ **Discussion of Current Political Issus during Teaching process enhance the undemanding of subject as well as knowledge.**
    - ❖ **Tutorial Classes**
    - ❖ **Group Discussion.**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities :- Our Few Students are volunteers of NSS.

35. SWOC analysis of the department and Future plans :-
    - ❖ **Most of the students are disciplined and their results are quite satisfactory.**
    - ❖ **Need of Departmental Library .**
    - ❖ **Future Plan :- We want to organize National as well as International Seminars on Current Political Topics and Events.**

Evaluative Report of the Departments

1. Name of the department :-   **Economics**

2. Year of Establishment   :-   1964

3. Names of Programmes/Courses offered :-   UG

4. Names of Interdisciplinary courses and the departments /units involved :-

   Nil

5. Annual/semester/choice based credit system (Programme wise)   CBCS

6. Participation of the department in the courses offered by other departments:-

   No

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 posts :-

Sanctioned	Filled	Professors	Associate Professors	Assistant Professors
02	01	Nil	Nil	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
Prof. M. P. Choubey	M.A.	Assistant Professor	Mathematical Economics	32 Years	N.A.

11. List of senior visiting faculty :- i) Dr. Sajal Mukherjee, H.O.D. VBU Hazaribag.

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty :- N.A.

13. Student – Teacher Ratio (Programme wise):- UG   369 :1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled :-   Nil

15. Qualifications of teaching faculty with D. Sc/D. Litt./Ph. D/ M. Phil/ PG.

   Please refer question no. 10.

16. Number of faculty with ongoing projects from a) National   b) International

   Funding agencies and grants received :- Nil

17. Departmental projects funded by DST – FIST; UGC, DBT, ICSSR, etc. and total grants received :-   Nil

18. Research Centre / facility recognized by the University :- N.A.

18. Publications :-

   Publication per faculty :- (i) Prof. M. P. Choubey – 02

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

   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.) :- Nil

   Monographs :- Nil

   Chapter in Books :- Nil

   Books Edited :- Nil

   Books with ISBN/ISSN numbers with details of publishers :- Nil

   Citation Index :- Nil

   SNIP :- Nil

   SJR :- Nil

   Impact factor :- Nil

   H – index :- Nil

20. Areas of consultancy and income generated :- N.A.

21. Faculty as members in :- a) National committees b) International Committees c) Editorial Boards :- Nil

22. Student projects :-   Nil

   a). Percentage of students who have done in –house projects including inter departmental/ programme :- Nil

   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 :- Data not available

24. List of eminent academicians and scientists/ visitors to the department :- Nil

25. Seminars/ Conferences/ Workshops organized & the source of funding :- Nil

   a. National :- Nil

   b.   International :- Nil

26. Student profile programme/course wise :-

Name of the Course	Applications received	Selected
U.G.	220	206

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
U.G.	97 %	03%	Nil

28. How many students have cleared national and state competitive examinations such a NET, SLET, GATE, Civil services, Defense services, etc. ?
Data not available.

29. Student progression –   Data not available

30. Details of Infrastructural facilities

a. Library :-   No

b. Internet facilities for Staff & Students :-   Yes

c. Class rooms with ICT facility :-   No

d. Laboratories :-   Not required.

31. Number of students receiving financial university, government or other agencies :- Scholarship granted by the Jharkhand Govt. to SC, ST, OBC and Minority categories, are credited to the Students Bank Accounts.

32. Details on student enrichment programmes (special lectures/workshops/ seminar with external experts :- i) Special Lectures organized under NSS Programme.

ii) Internal Seminars.

33. Teaching methods adopted to improve student learning:-

❖ **Group Discussion.**

❖ **Tutorial Classes**

❖ **Special Assignments.**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities :- NSS.

35. SWOC analysis of the department and Future plans :-

❖ **Need for vocational courses under UGC.**

❖ **Planning organizing seminars.**

❖ **Requisition for Journals.**

❖ **Shortage of teachers in the Department.**

Evaluative Report of the Departments

1. Name of the department :-   **Psychology**

2. Year of Establishment   :-   1964

3. Names of Programmes/Courses offered :- UG

4. Names of Interdisciplinary courses and the departments /units involved
   :-Nil

5. Annual/semester/choice based credit system (Programme wise) CBCS

6. Participation of the department in the courses offered by other
   departments:-No

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 posts :-

Sanctioned	Filled	Professors	Associate Professors	Assistant Professors
03	01	Nil	Nil	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
Prof. Om Sharan	M. A.	Assistant Professor	Clinical and environmental Psychology	08 Years	Nil

11. List of senior visiting faculty :- Nil.

12. Percentage of lectures delivered and practical classes handled (programme
    wise) by temporary faculty :- N.A.

13. Student – Teacher Ratio (Programme wise):- UG   59 :1

14. Number of academic support staff (technical) and administrative staff;
    sanctioned and filled :- Nil

15. Qualifications of teaching faculty with D. Sc/D. Litt./Ph. D/ M. Phil/ PG.
    Please refer question no. 10.

16. Number of faculty with ongoing projects from a) National   b)

    International Funding agencies and grants received :- Nil

17. Departmental projects funded by DST – FIST; UGC, DBT, ICSSR, etc.

    and total grants received :-   Nil

18. Research Centre / facility recognized by the University :-   N.A.

19. Publications :-

   ❖ Publication per faculty :- (i) Prof. Om Sharan – 01

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

   ❖ 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.) :- Nil

   ❖ Monographs :- Nil

   ❖ Chapter in Books :- Nil

   ❖ Books Edited :- Nil

   ❖ Books with ISBN/ISSN numbers with details of publishers :- Nil

   ❖ Citation Index :- Nil

   ❖ SNIP :- Nil

   ❖ SJR :- Nil

   ❖ Impact factor :- Nil

   ❖ H – index :- Nil

20. Areas of consultancy and income generated :- N.A.

21. Faculty as members in :- a) National committees b) International

    Committees c) Editorial Boards :- Nil

22. Student projects :- Nil

       a). Percentage of students who have done in –house projects including

          inter departmental/programme :- Nil

       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 :-

    Data not available

24. List of eminent academicians and scientists/ visitors to the department :- Nil

25. Seminars/ Conferences/ Workshops organized & the source of funding :- Nil

    a.   National :- Nil

    b.   International :- Nil

26. Student profile programme/course wise :-

Name of the Course	Applications received	Selected
U.G.	45	36

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
U.G.	100 %	00%	Nil

28. How many students have cleared national and state competitive examinations such a NET, SLET, GATE, Civil services, Defense services, etc. ? Data not available.

29. Student progression –   Data not available

30. Details of Infrastructural facilities

    a.   Library :-   No

    b.   Internet facilities for Staff & Students :-   Yes

    c.   Class rooms with ICT facility :-No

    d.   Laboratories :- Well Equipped.

31. Number of students receiving financial university, government or other agencies :- Scholarship granted by the Jharkhand Govt. to SC, ST, OBC and Minority categories, are credited to the Students Bank Accounts.

32. Details on student enrichment programmes (special lectures/workshops/ seminar with external experts :- i) Special Lectures for Hons Students.

33. Teaching methods adopted to improve student learning:-

        Group Discussion.

        Lectures and experimentation.

        Poster Displaying.

        Assignments.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities :- NSS.

35. SWOC analysis of the department and Future plans :-
    - ❖ **ICT is used in teaching - learning.**
    - ❖ **Need to enhance the student strength.**
    - ❖ **Need of Lab Technician.**

Evaluative Report of the Departments

1. Name of the department :-   **Physics**

2. Year of Establishment   :-   1967 (UG)

3. Names of Programmes/Courses offered :- UG

4. Names of Interdisciplinary courses and the departments /units involved
   :-Nil

5. Annual/semester/choice based credit system (Programme wise) CBCS

6. Participation of the department in the courses offered by other
    departments:-No

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 posts :-

Sanctioned	Filled	Professors	Associate Professors	Assistant Professors
Two post recommend	Nil	Nil	Nil	Nil

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
Dr. G. C. Jha	M. Sc	Associate Prof. Retd.	-	37	Nil
Dr. D. K. Singh	Ph. D (IIT Delhi)	Assistant Prof. (Guest Teacher)	Plasma Physics	09	Nil

11. List of senior visiting faculty :- Dr. K. Bando Upadhyaya R.S. P. College,
    Jharia

12. Percentage of lectures delivered and practical classes handled (programme
    wise) by temporary faculty :-   100%

13. Student – Teacher Ratio (Programme wise):- UG   99 :1

14. Number of academic support staff (technical) and administrative staff;
    sanctioned and filled :-   Nil

15. Qualifications of teaching faculty with D. Sc/D. Litt./Ph. D/ M. Phil/ PG. Please refer question no. 10.

16. Number of faculty with ongoing projects from a) National - 01   b) International Funding agencies and grants received :- UGC, ERO, Kolkata.

17. Departmental projects funded by DST – FIST; UGC, DBT, ICSSR, etc. and total grants received :-   Nil

18. Research Centre / facility recognized by the University :-   N.A.

19. Publications :-

   ❖ Publication per faculty :-   Dr. D. K. Singh - 11
   ❖ Number of papers published in peer reviewed journals (national / international) by faculty and students :- Nil
   ❖ 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.) :- Nil
   ❖ Monographs :- Nil
   ❖ Chapter in Books :- Nil
   ❖ Books Edited :- Nil
   ❖ Books with ISBN/ISSN numbers with details of publishers :- Nil
   ❖ Citation Index :- Nil
   ❖ SNIP :- Nil
   ❖ SJR :- Nil
   ❖ Impact factor :- Nil
   ❖ H – index :- Nil

20. Areas of consultancy and income generated :- N.A.

21. Faculty as members in :- a) National committees b) International Committees c) Editorial Boards :- Nil

22. Student projects :- Nil

   a. Percentage of students who have done in –house projects including inter departmental/ programme :- Nil

    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 :-Data not available

24. List of eminent academicians and scientists/ visitors to the department :-Dr. P. Mahato, Dept. of Physics, Vinoba Bhave University, Hazaribag

25. Seminars/ Conferences/ Workshops organized & the source of funding :-Nil

    a. National :- Nil

    b. International :- Nil

    c. Seminar :- Departmental - 02

26. Student profile programme/course wise :-

Name of the Course	Applications received	Selected
U.G.	107	94

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
U.G.	95 %	5%	Nil

28. How many students have cleared national and state competitive examinations such a NET, SLET, GATE, Civil services, Defense services, etc. ? Data not available.

29. Student progression – Data not available

30. Details of Infrastructural facilities

    a. Library :- No

    b. Internet facilities for Staff & Students :- Yes

    c. Class rooms with ICT facility :- Under Process

    d. Laboratories :-01 (Well Equipped)

31. Number of students receiving financial university, government or other agencies :- Scholarship aranted by the Jharkhand Govt. to SC, ST, OBC and Minority categories, are credited to the Students Bank Accounts.

32. Details on student enrichment programmes (special lectures/workshops/ seminar with external experts :- No

33. Teaching methods adopted to improve student learning:-

    Interactive Class Room

    Assignment

❖ **Tutorial Classes**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities :- Students actively participates in and NSS activities

35. SWOC analysis of the department and Future plans :-

❖ **Department with internet facility, Smart – board, LCD projectors etc .**

❖ **Good results at the University level.**

❖ **Need of permanent teacher.**

❖ **Lack of Technical and Non – teaching staffs.**

   Need for departmental library.

Evaluative Report of the Departments

01. Name of the department :-   **Chemistry**

02. Year of Establishment   :-   1967 (UG)

03. Names of Programmes/Courses offered :-   UG

4. Names of Interdisciplinary courses and the departments /units involved :- Nil

05. Annual/semester/choice based credit system (Programme wise) CBCS

6. Participation of the department in the courses offered by other departments:- No

07. Courses in collaboration with other universities, Industries,   Foreign institutions, etc :- No

08. Details of courses/ programmes discontinued (if any) with reasons :-   Nil

09. Number of Teaching posts :-

Sanctioned	Filled	Professors	Associate Professors	Assistant Professors
Two post recommend	Nil	Nil	Nil	Nil

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
Prof. A. K. Pandey	M. Sc	Contractual	Organic Chemistry	18 Month	-

11. List of senior visiting faculty :- Dr. Y. Jha (Retired Professor, P.K.R.M. College, Dhanbad.

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty :-   100%

13. Student – Teacher Ratio (Programme wise):- UG   94 :1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled :-   Nil

15. Qualifications of teaching faculty with D. Sc/D. Litt./Ph. D/ M. Phil/ PG. Please refer question no. 10.

16. Number of faculty with ongoing projects from a) National   b) International Funding agencies and grants received :- Nil

17. Departmental projects funded by DST – FIST; UGC, DBT, ICSSR, etc. and total grants received :-   Nil

18. Research Centre / facility recognized by the University :-   N.A.

19. Publications :- N.A.

   ❖ Publication per faculty :-   I. Prof. Ajay Kumar Pandey   Nil

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

   ❖ 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.) :- Nil

   ❖ Monographs :- Nil

   ❖ Chapter in Books :- Nil

   ❖ Books Edited :- Nil

   ❖ Books with ISBN/ISSN numbers with details of publishers :- Nil

   ❖ Citation Index :- Nil

   ❖ SNIP :- Nil

   ❖ SJR :- Nil

   ❖ Impact factor :- Nil

   ❖ H – index :- Nil

20. Areas of consultancy and income generated :- N.A.

21. Faculty as members in :- a) National committees b) International Committees c) Editorial Boards :- Nil

22. Student projects :- Nil

   a. Percentage of students who have done in –house projects including inter departmental/ programme :- Nil

   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 :-Data not available

24. List of eminent academicians and scientists/ visitors to the department :-

25. Seminars/ Conferences/ Workshops organized & the source of funding :-
Nil

    a. National :- Nil

    b. International :- Nil

    c. Seminar :-01 One Departmental

26. Student profile programme/course wise :-

Name of the Course	Applications received	Selected
U.G.	71	42

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
U.G.	98 %	2%	Nil

28. How many students have cleared national and state competitive examinations such a NET, SLET, GATE, Civil services, Defense services, etc. ? Data not available.

29. Student progression –   Data not available

30. Details of Infrastructural facilities

    a. Library :-   No

    b. Internet facilities for Staff & Students :-   Yes

    c. Class rooms with ICT facility :-   Under Process

    d. Laboratories :- 01 (Well Equipped)

31. Number of students receiving financial university, government or other agencies :- Scholarship aranted by the Jharkhand Govt. to SC, ST, OBC and Minority categories, are credited to the Students Bank Accounts.

32. Details on student enrichment programmes (special lectures/workshops/ seminar with external experts :- Yes Organized Special Lectures.

33. Teaching methods adopted to improve student learning:-

    ❖ **Experiments**

    ❖ **Discussion in the class about applicability what students have studied theoretically in the class**

    ❖ **Tutorial Classes**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities :- NCC, NSS

35. SWOC analysis of the department and Future plans :-

   ❖ **Use of ICT in teaching - learning.**
   ❖ **Well Equipped laboratory.**
   ❖ **Need for permanent teacher.**
   ❖ **Need for lab technician & support staff.**
   ❖ **Need for departmental library.**

Evaluative Report of the Departments

1. Name of the department :-   **Zoology**

2. Year of Establishment   :-   1969 (UG)

3. Names of Programmes/Courses offered :- UG

4. Names of Interdisciplinary courses and the departments /units involved :-Nil

5. Annual/semester/choice based credit system (Programme wise) CBCS

6. Participation of the department in the courses offered by other departments:- No

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 posts :-

Sanctioned	Filled	Professors	Associate Professors	Assistant Professors
Two Post recommend	Nil	Nil	Nil	Nil

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
Dr. Anil Chandra Gorai	M. Sc. Ph.D	Associate Professor Retd.	Ecology & Environmental Science	37	08

11. List of senior visiting faculty :- Nil

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty :-   100%

13. Student – Teacher Ratio (Programme wise):- UG   82 :1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled :-   Nil

15. Qualifications of teaching faculty with D. Sc/D. Litt./Ph. D/ M. Phil/ PG. Please refer   question no. 10.

16. Number of faculty with ongoing projects from   a)   National   b) International   Funding agencies and grants received :- Nil

17. Departmental projects funded by DST – FIST; UGC, DBT, ICSSR, etc. and total grants received :-   Nil

18. Research Centre / facility recognized by the University :-   N.A.

19. Publications :-

    ❖ Publication per faculty :- (i) Dr. Anil Chandra Gorai - 15

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

    ❖ 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.) :- Nil

    ❖ Monographs :- Nil

    ❖ Chapter in Books :- Nil

    ❖ Books Edited :- Nil

    ❖ Books with ISBN/ISSN numbers with details of publishers :- Nil

    ❖ Citation Index :- Nil

    ❖ SNIP :- Nil

    ❖ SJR :- Nil

    ❖ Impact factor :- Nil

    ❖ H – index :- Nil

20. Areas of consultancy and income generated :- N.A.

21. Faculty as members in :- a) National committees b) International Committees c) Editorial Boards :- Nil

22. Student projects :- Nil

    a). Percentage of students who have done in –house projects including inter departmental/programme :- Nil

    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 :- Data not available.

24. List of eminent academicians and scientists/ visitors to the department :-Nil

25. Seminars/ Conferences/ Workshops organized & the source of funding :-
    Nil

    a. National :- Nil

    b. International :- Nil

    c. Departmental :-

26. Student profile programme/course wise :-

Name of the Course	Applications received	Selected
U.G.	40	27

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
U.G.	96 %	4%	-

28. How many students   have   cleared national   and   state competitive examinations such a NET, SLET, GATE, Civil services, Defense services, etc. ? Data not available.

29. Student progression –   Data not available

30. Details of Infrastructural facilities

    a. Library :- No

    b. Internet facilities for Staff & Students :- Yes

    c.   Class rooms with ICT facility :-   Under Process

    d. Laboratories :-01 (Well Equipped)

31. Number of students receiving financial university, government or other agencies :- Scholarship granted by the Jharkhand Govt. to SC, ST, OBC and Minority categories, are credited to the Students Bank Accounts.

32. Details on student enrichment programmes (special lectures/workshops/ seminar with external experts :- No

33. Teaching methods adopted to improve student learning:-

    ❖ **Sled Show by using LCD Projector**

    ❖ **Power Point Presentation**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities :- Students actively participates in and NSS activities

35. SWOC analysis of the department and Future plans :-

❖ **Use of LCD projector and Internet Connectivity in teaching.**

❖ **Excellent result.**

❖ **Need of permanent teaching staff .**

❖ **Lab technician required.**

Evaluative Report of the Departments

1. Name of the department :- **Botany**

2. Year of Establishment :- 1969 (UG)

3. Names of Programmes/Courses offered :- UG

4. Names of Interdisciplinary courses and the departments /units involved :- Nil

5. Annual/semester/choice based credit system (Programme wise) CBCS

6. Participation of the department in the courses offered by other departments:-No

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 posts :-

Sanctioned	Filled	Professors	Associate Professors	Assistant Professors
01	01	Nil	Nil	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
Dr. Bindu Jha	Ph. D	Associate Professor	Cyto- genetic & plant breeding	38	01

11. List of senior visiting faculty :- Dr. Binod Shankar (Ret. Associate Professor P. K. Roy College, Dhanbad).

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty :- 100

13. Student – Teacher Ratio (Programme wise):- UG 27 :1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled :-   N.A.

15. Qualifications of teaching faculty with D. Sc/D. Litt./Ph. D/ M. Phil/ PG. Please refer question no. 10.

16. Number of faculty with ongoing projects from a) National   b) International Funding agencies and grants received :- Nil

17. Departmental projects funded by DST – FIST; UGC, DBT, ICSSR, etc. and total grants received :-   Nil

18. Research Centre / facility recognized by the University :-   N.A.

19. Publications :- N.A.

   ❖ Publication per faculty :- i) Prof. Adhir Chandra Trignait   02 (National)

   ❖ 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.) :- Nil

   ❖ Monographs :- Nil

   ❖ Chapter in Books :- Nil

   ❖ Books Edited :- Nil

   ❖ Books with ISBN/ISSN numbers with details of publishers :- Nil

   ❖ Citation Index :- Nil

   ❖ SNIP :- Nil

   ❖ SJR :- Nil

   ❖ Impact factor :- Nil

   ❖ H – index :- Nil

20. Areas of consultancy and income generated :- N.A.

21. Faculty as members in :- a) National committees b) International Committees c) Editorial Boards :- Nil

22. Student projects :-

   a) Percentage of students who have done in –house projects including inter departmental/ programme :- Nil

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 :- Data not available

24. List of eminent academicians and scientists/ visitors to the department :-

25. Seminars/ Conferences/ Workshops organized & the source of funding :- Nil

    a). National :- Nil

    b). International :- Nil

    c). Departmental :- Nil

26. Student profile programme/course wise :-

Name of the Course	Applications received	Selected
U.G.	27	27

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
U.G.	100 %	-	Nil

28. How many students have cleared national and state competitive examinations such a NET, SLET, GATE, Civil services, Defense services, etc. ? Data not available.

29. Student progression – Data not available

30. Details of Infrastructural facilities

31. Library :-No

32. Internet facilities for Staff & Students :-   Yes

33. Class rooms with ICT facility :-   No

34. Laboratories :- Not required

35. Number of students receiving financial university, government or other agencies :- Data not available

36. Details on student enrichment programmes (special lectures/workshops/ seminar with external experts :-

37. Teaching methods adopted to improve student learning:-

       ❖ **Assignments**

       ❖ **Tutorial Classes**

       ❖ **Revision work in classroom**

38. Participation in Institutional Social Responsibility (ISR) and Extension activities :- NSS

39. SWOC analysis of the department and Future plans :-

   ❖ **Requirement of more teachers.**
   ❖ **Requirement of Departmental library.**
   ❖ **Requirement of Lab Technician and Support Staff.**
   ❖ **To improve student Strength.**

Evaluative Report of the Departments

1. Name of the department :-   **Mathematics**

2. Year of Establishment   :-   1969 (UG)

3. Names of Programmes/Courses offered :-   UG

4. Names of Interdisciplinary courses and the departments /units involved :- Nil

5. Annual/semester/choice based credit system (Programme wise)   CBCS

6. Participation of the department in the courses offered by other departments:-No

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 posts :-

Sanctioned	Filled	Professors	Associate Professors	Assistant Professors
01	01	Nil	Nil	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
Prof. Adhir Chandra Trigunait	M. Sc	Assistant Professor	Operation Research	33	Nil

   List of senior visiting faculty :- Dr. Narayan Mahto (Associate Professor, R.S.P. College, Jharia.

   Dr. H. N. Sharma (Retd. University Professor, VBU)

11. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty :- N.A.

12. Student – Teacher Ratio (Programme wise):- UG   168 :1

13. Number of academic support staff (technical) and administrative staff; sanctioned and filled :-   N.A.

14. Qualifications of teaching faculty with D. Sc/D. Litt./Ph. D/ M. Phil/ PG. Please refer question no. 10.

15. Number of faculty with ongoing projects from a) National b) International Funding agencies and grants received :- Nil

16. Departmental projects funded by DST – FIST; UGC, DBT, ICSSR, etc. and total grants received :-   Nil

17. Research Centre / facility recognized by the University :-   N.A.

18. Publications :- N.A.

   ❖ Publication per faculty :- i) Prof. Adhir Chandra Trignait   02 (National)

   ❖ 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.) :- Nil

   ❖ Monographs :- Nil

   ❖ Chapter in Books :- Nil

   ❖ Books Edited :- Nil

   ❖ Books with ISBN/ISSN numbers with details of publishers :- Nil

   ❖ Citation Index :- Nil

   ❖ SNIP :- Nil

   ❖ SJR :- Nil

   ❖ Impact factor :- Nil

   ❖ H – index :- Nil

19. Areas of consultancy and income generated :- N.A.

20. Faculty as members in :- a) National committees b) International Committees c) Editorial Boards :- Nil

21. Student projects :-

   a). Percentage of students who have done in –house projects including inter departmental/ programme :- Nil

   b). Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/ Industry/other agencies :- Nil

22. Awards/Recognitions received by faculty and students :- Data not available

23. List of eminent academicians and scientists/ visitors to the department :-

24. Seminars/ Conferences/ Workshops organized & the source of funding :- Nil

   a). National :- Nil

   b). International :- Nil

c). Departmental :- Nil

25. Student profile programme/course wise :-

Name of the Course	Applications received	Selected
U.G.	62	44

Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
U.G.	90 %	4%	Nil

26. How many students have cleared national and state competitive examinations such a NET, SLET, GATE, Civil services, Defense services, etc. ? Data not available.

27. Student progression – Data not available

28. Details of Infrastructural facilities

b) Library :-   No

c) Internet facilities for Staff & Students :-   Yes

d) Class rooms with ICT facility :-   No

e) Laboratories :- Not required

29. Number of students receiving financial university, government or other agencies :- Data not available

30. Details on student enrichment programmes (special lectures/workshops/ seminar with external experts :-

31. Teaching methods adopted to improve student learning:-

❖ **Assignments**

❖ **Tutorial Classes**

❖ **Revision work in classroom**

32. Participation in Institutional Social Responsibility (ISR) and Extension activities :- NSS

33. SWOC analysis of the department and Future plans :-

❖ **Requirement of more teachers.**

❖ **Requirement of Departmental library.**

❖ **Requirement of Computer teacher.**

❖ **To start vocational Courses.**

Evaluative Report of the Departments

1. Name of the department :-   **Commerce**

2. Year of Establishment   :-   1964

3. Names of Programmes/Courses offered :-   UG

4. Names of Interdisciplinary courses and the departments /units involved :- Nil

5. Annual/semester/choice based credit system (Programme wise)   C B C S

6. Participation of the department in the courses offered by other departments :-

   No

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 posts :-

Sanctioned	Filled	Professors	Associate Professors	Assistant Professors
03	02	Nil	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. of Ph. D. Students guided for the last
1. Dr. U. K. Trigunait	M.Com. Ph. D	Assistant Professor	Personal Management and Industrial Relation	33 Years	03 Awarded
2. Miss Mili Chourasia	M. Com. NET	Contract Basis	Accounts Group	16 Month	Nil
3. Prof. K. N. Mahto	M. Com. NET	Contract Basis	Accounts Group	16 Month	Nil
4. Prof. S. K. Gupta	M. Com. NET	Contract Basis	Accounts Group	16 Month	Nil
5. Prof. N. D. Dubey	M. Com. NET	Contract Basis	Accounts Group	16 Month	Nil

11. List of senior visiting faculty:- Dr. L K. Choudhary Retd. Prof. VBU, Hazaribag.

12. Percentage of lectures delivered and practical classes handled (programme wise) by

temporary faculty :- N.A.

13. Student – Teacher Ratio (Programme wise):- UG   362 :1

14. Number of academic support staff (technical) and administrative

staff; sanctioned and filled :-   Nil

15. Qualifications of teaching faculty with D. Sc/D. Litt./Ph. D/ M. Phil/ PG. Please refer question no. 10.

16. Number of faculty with   ongoing projects from a)   National   b) International   Funding agencies and grants received :- Nil

17. Departmental projects funded by DST – FIST; UGC, DBT, ICSSR, etc. and total grants received :-   Nil

18. Research Centre / facility recognized by the University :-   N.A.

19. Publications :-

❖   Publication per faculty :- Nil

   ❖ Number of papers published in peer reviewed journals (national / international) by faculty and students :- 01

   ❖ 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.) :- Nil

   ❖ Monographs :- Nil

   ❖ Chapter in Books :- Nil

   ❖ Books Edited :- Nil

   ❖ Books with ISBN/ISSN numbers with details of publishers :-Nil

   ❖ Citation Index :- Nil

   ❖ SNIP :- Nil

   ❖ SJR :- Nil

❖ Impact factor :- Nil

❖ H – index :- Nil

20. Areas of consultancy and income generated :- N.A.

21. Faculty as members in :- a) National committees b) International Committees c) Editorial Boards :- Nil

22. Student projects :-

a). Percentage of students who have done in –house projects including inter departmental/programme :- Nil

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 :- Student have secured Ist 2nd and 3rd Position in University.

24. List of eminent academicians and scientists/ visitors to the department :- Nil.

25. Seminars/ Conferences/ Workshops organized & the source of funding :- Nil

a. National :- Nil

b. International :- Nil

c. Departmental Seminar - 05

26. Student profile programme/course wise :-

Name of the Course	Applications received	Selected
U.G.	700	629

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
U.G.	90 %	10%	Nil

28. How many students have cleared national and state competitive examinations such a NET, SLET, GATE, Civil services, Defense services,

etc. ? Data not available.

29. Student progression – Data not available

30. Details of Infrastructural facilities

    a. Library :- No

    b. Internet facilities for Staff & Students :- Yes

    c. Class rooms with ICT facility :- No

    d. Laboratories :- Not required.

31. Number of students receiving financial university, government or other agencies :- Scholarship granted by the Jharkhand Govt. to SC, ST, OBC and Minority categories, are credited to the Students Bank Accounts.

32. Details on student enrichment programmes (special lectures/workshops/ seminar with external experts :- i) Seminar ii) Special Lecture

33. Teaching methods adopted to improve student learning:-

    ❖ **Group Discussion.**

    ❖ **Tutorial Classes**

    ❖ **Assignments.**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities :- NSS.

35. SWOC analysis of the department and Future plans :-

    ❖ **The result of is Excellent having percentage of pass above 96%.**

    ❖ **The Teaching staffs are well qualified.**

    ❖ **Going to Start Vocational Course in Taxation (addon Course).**

    ❖ **Student Teacher Ratio is very high.**

DECLARATION OF THE HEAD OF THE INSTITUATION

I certify that the data included in this Self Study Report (SSR) are true to the best of my knowledge.

This SSR is prepared by the institution after internal discussions, and no part thereof has been outsourced.

I am aware that the Peer team will validate the information provided in this SSR during the Peer team visit.

Place :- Katras College, Katrasgarh

Date :-   (Dr. P. K. Jha)
                                                                              Principal

Annexure-1: Certificate of recognition u/s 2 (f) and 12B of the UGC Act

Annex-I

Ph. 23236351, 23232701, 23237721
23234116, 23235733, 23232317
23236735, 23239437, 23239627

Extension No. 413 (CPP-I Colleges)
UGC Website: www.ugc.ac.in
F. No. 8-421/2014 (CPP-I/C)

विश्वविद्यालय अनुदान आयोग
बहादुरशाह जफर मार्ग
नई दिल्ली–110 002
UNIVERSITY GRANTS COMMISSION
BAHADURSHAH ZAFAR MARG
NEW DELHI-110 002

Speed post

January, 2015

2 8 JAN 2015

The Registrar,
Vinoba Bhave University,
Hazaribagh – 825 301
Jharkhand

Sub: - Transfer of Univesity from **Ranchi University, Ranchi** to **Vinoba Bhave University,** Hazaribagh under Section 2(f) & 12(B) of the UGC Act, 1956.

Sir,

With reference to the letter no.KCK/125&126/14 dated 09.11.2014 received from Principal, Katras College, Katrasgarh, Dist. Dhanbad – 828 114, Jharkhand on the above subject, I am directed to say that the transfer of affiliating University has been made for college in the list of colleges maintained under Section 2 (f) & 12 (B) of the UGC Act, 1956 established in 1976, teaching upto **Bachelor's** degree, under the head **Constituent** College of **Vinoba Bhave University, Hazaribagh** as under:

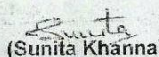| Existing status of the college under Section 2 (f) & 12 (B)	Revised status of the College under Section 2 (f) & 12 (B)
Katras College, Patrasgarh, Dist. Dhanbad, Jharkhand	Katras College, Katrasgarh, Dist. Dhanbad – 828 114, Jharkhand
Affiliating University: **Ranchi University, Ranchi**	Affiliating University: **Vinoba Bhave University, Hazaribagh**

The documents submitted in respect of the above College have been accepted by the University Grants Commission.

Yours faithfully,

(Charan Dass)
Under Secretary

Copy to:-

1. The Principal, Katras College, Katrasgarh, Dist. Dhanbad – 828 114, Jharkhand.
2. The Secretary, Government of India, Ministry of Human Resource Development, Department of Higher Education, Shastri Bhavan, New Delhi – 110 001.
3. The Secretary (Higher Education), Human Resource Development Deptt., Government of Jharkhand, MDI Building, H.E.C. Dhurwa, Ranchi – 834 004, (Jharkhand).
4. The Joint Secretary, UGC, Eastern Regional Office (ERO), LB 5, Sector-III, Salt Lake, Kolkata – 700 098, (West Bengal).
5. Publication Officer (UGC-Website), New Delhi.
6. Section Officer (FD-III Section), UGC, New Delhi
7. Guard file.

(Sunita Khanna)
Section Officer

Annexure-1: Certificate of recognition u/s 2 (f) and 12B of the UGC Act

Annexure-2: Approval letter of Affiliation of College

Encl: 1

③

UNIVERSITY OF RANCHI
RANCHI

To

The Secretary,
Katras College, Katrasgarh,
Dhanbad.

Sub: Approval of affiliation.

Sir,

I am directed to forward herewith an extract from the proceedings of the Affiliation Committee meeting held on 21.3.69 and to state that Bihar State University Commission has approved the affiliation granted to your college in English, Hindi, Urdu, Bengali(Comb.) Pr. Hindi, Pr. Bengali, Pr. Urdu, persian, Civics, Political Science, Economics, Logic, Philosophy and History upto B.A. Pass I standard for the session 1969-70 subject to the fulfilment of condition for affiliation as laid down by the Commission and the Senate.

The Vice-Chancellor has been pleased to allow you to admit students and to start classes in the above mentioned subjects upto the above standard.

A report regarding fulfilment of all conditions may please be sent at an early date.

Encl: As above.

Yours faithfully,

Registrar.

KPS/28/5/

Annexure-3: Letter for Approval for Science Teaching

Annexure-4: Map of Land Proposed by State Government