



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		MAHARANI JANKI KUNWAR COLLEGE
Name of the head of the Institution		Dr Surendra Prasad
Designation		Principal (in-charge)
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		08900556263
Mobile no.		9572355255
Registered Email		mjkcollege@rediffmail.com
Alternate Email		tathagatbnrj21@gmail.com
Address		MJK COLLEGE, BETTIAH
City/Town		Bettiah
State/UT		Bihar
Pincode		845438
2. Institutional Status		

Affiliated / Constituent	Constituent
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	DR P.K. Chakraborty
Phone no/Alternate Phone no.	919431066166
Mobile no.	9113419043
Registered Email	pkcmjkmath@gmail.com
Alternate Email	tathagatbnrj21@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.mjkcollege.ac.in/wp-content/uploads/2023/02/MJK-AQAR-2018-19.pdf
4. Whether Academic Calendar prepared during the year	No

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	2.39	2017	30-Apr-2017	01-May-2022

6. Date of Establishment of IQAC	05-Feb-2015
---	-------------

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
plantation drive	15-Jul-2019 1	60
Digitisation workshop	23-Sep-2019 3	30
No Files Uploaded !!!		

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

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

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

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

5

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

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

No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

IQAC recommended website committee to display syllabus, AQAR, and links to important sites on the college website. As per the recommendations from IQAC, ICT facilities and infrastructure for online teaching were revamped by installing new computers, acquiring additional 50 MBPS bandwidth internet lease line connection. Grand celebration of Ambedkar Jayanti Enhanced the activities of placement cell and sports competitions.

No Files Uploaded !!!

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

Plan of Action	Achievements/Outcomes
<i>Eco friendly campus</i>	<i>Plantation programmes, plastic free campus movement</i>
<i>Revamped website and enforcing digitisation</i>	<i>Smooth payment portal, biometrics system</i>
<i>Seminars and conference as research drive</i>	<i>Seeding funds</i>

No Files Uploaded !!!

14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	15-Feb-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	Management Information System functioning as prescribed by the university. Website, student, fee payment, library, admission, alumni, placement training management modules

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Planning for curriculum delivery • An academic calendar is prepared at the beginning of the year with details of commencement of classes, examinations, students' seminar, excursion, etc. • The syllabus is distributed among the teachers in departmental meetings and classes allotted as per the routine. • The departmental routines are approved by the Principal, who supervises the regularity of classes. Documentation of curriculum delivery • Teachers note down the topic taught in every class to keep track of the progress of the coverage of syllabus. • Regular departmental meetings are also held to discuss the extent to which the syllabus has been completed. • During pandemic online meetings were arranged. Mechanism for effective curriculum delivery • Apart from conventional chalk and talk method, ICT based teaching learning methods are extensively used. • Educational tours, group discussion and students' seminar are conducted for hands-on learning and interactive learning. • Students are assigned with project works and term papers. • Special lectures by academic experts are arranged occasionally. • Arrangements are made for faculty exchange with other colleges. • Class notes and e-resources are made available on the college website. • Assignments for library work are given to students for effective self-study and to encourage them to read books so as to instil quest for wider knowledge. • During pandemic, regular online classes were held following the stipulated routine and attendance records are maintained at the admin backend for future reference.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
No file uploaded.		

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
MA	ENGLISH	01/07/2019
MA	HINDI	01/07/2019
MA	GEOGRAPHY	01/07/2020
MA	HISTORY	01/07/2020
MA	POL SCIENCE	01/07/2020
MA	ECONOMICS	01/07/2020

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

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

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BVoc	CND INTERNSHIP	30
BVoc	BIO TECH INTERNSHIP	45
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Nil
Alumni	Yes

Parents	Yes
---------	-----

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

Feedback Obtained

Feedback is taken online throughout the year from students, teachers, parents, alumni. Students can give online feedback on existing curriculum, introduction of new subjects, institutional facilities, library and teaching performance of individual teachers in respective departments. Their opinion regarding new subjects are taken into consideration while deciding on subjects to be introduced. Teachers provide an online self-appraisal of themselves and also give feedback on the institution. The Principal personally discusses the students' evaluation of teachers and the latter's own appraisal with the respective faculty on a one to one basis so that the teachers can further improve their performance. Other stakeholders Parents, alumni can provide online feedback on the institutional provisions. While planning the areas for infrastructural development, the IQAC takes into account the feedback from teachers, students and other stakeholders, plans a course of action and recommends the administration for developmental activities accordingly.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	UG	2095	5500	2095
BSc	UG	565	1200	565
MA	PG	516	1100	516
No file uploaded.				

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	2660	516	23	12	12

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
23	5	1	1	1	1
No file uploaded.					
No file uploaded.					

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

Under the mentoring system, the full-time teachers of the college are engaged as mentors to the students. At the beginning of the year, the mentors are provided with basic facts regarding the students under their mentorship, that have been obtained during admission so as to enable them identify the academic, social and financial backgrounds of the mentees. Thereafter the mentors meet the students formally at specific intervals, to discuss and counsel them regarding their academic progress, attendance, and other issues (if any). The mentors also provide psychological counselling to students, if required. In cases where they think that the mental health problem is beyond their purview, they refer the student to the external psychological counsellor who visits the college once in every week. Apart from formal sessions, mentors often meet the students as and when required - students can approach the mentors at the latter's convenience. Each mentor maintains a record of the details of the students and the mentoring sessions. The mentors try not only to counsel the students to improve their academic performance, but also to guide them in achieving their goals and help them in coping with different unfavourable situations, if the students confide in the mentor. The one-to-one correspondence enables the mentors to instil human and moral values like social responsibility, ethics, etc.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
8500	23	1:370

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
65	23	42	3	20

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
No file uploaded.			

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	TDC	YEAR	01/10/2020	Nil
MA	PG	SEM	06/12/2020	Nil
BSc	UG	YEAR	01/10/2020	Nil
No file uploaded.				

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

The college arranged for mid-term test and class tests for students studying under the Annual system (only final year students followed such system during the year). Parent-teacher meetings were held whereby they were apprised of their wards performance and mark sheets are handed over. However, mid-term test is not possible to be conducted under the CBCS examination schedule due to extremely tight stipulated class schedule. But the IQAC has introduced online MCQ type class test that can evaluate the academic progress of the students and

help the mentor to provide guidance accordingly. The students are also assigned project works, term papers, and are encouraged for group discussions and presentations as a method of evaluation for their tutorial examinations.

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

Academic Calendar and Lesson Plans of all courses are prepared and adhered to for teaching and evaluation process according to the University guidelines as and when required.

2.6 – Student Performance and Learning Outcomes

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

No Data Entered/Not Applicable !!!

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
Nill	BA	TDC	1670	995	59
Nill	MA	PG	385	314	81
Nill	BSc	UG	290	165	56

No file uploaded.

2.7 – Student Satisfaction Survey

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

[IN PROGRESS. SURVEY formats distributed and collected. analysis and graphic representation in process](#)

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
-----------------------	----------	----------------------------	------------------------	---------------------------------

No Data Entered/Not Applicable !!!

No file uploaded.

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
---------------------------	-------------------	------

No Data Entered/Not Applicable !!!

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
-------------------------	-----------------	-----------------	---------------	----------

No Data Entered/Not Applicable !!!

No file uploaded.

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

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

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
No file uploaded.			

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

Department	Number of Publication
PHILOSOPHY	2
No file uploaded.	

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

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

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

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

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	2	2	3	6
No file uploaded.				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Swachh Bharat abhiyaan	NCC NSS	5	78
VACCINATION DRIVE	NSS	1	65
ADOPTION OF VILLAGE MUSHAHAR TOLA	NSS	1	85
Tree Plantation Programme	NSS	1	168
Observance of World AIDS Day	NSS	1	53
No file uploaded.			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
No file uploaded.			

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

Name of the scheme	Organising unit/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Sachha Pakwada Samaroha	NCC	Sachha Pakwada Samaroha	2	68
International Youth Day	NCC	International Youth Day	2	70
Swachha Bharat	NCC	Swachha Bharat	2	68
No file uploaded.				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/	Duration From	Duration To	Participant
-------------------	-------------------------	---	---------------	-------------	-------------

		industry /research lab with contact details			
No Data Entered/Not Applicable !!!					
No file uploaded.					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
6	6

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Class rooms	Existing
No file uploaded.	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Nill	Partially	Nill	2018

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
No file uploaded.			

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth	Others
------	-----------------	--------------	----------	------------------	------------------	--------	-------------	---------------------	--------

								h (MBPS/ GBPS)	
Existing	20	1	1	1	1	1	16	1	0
Added	4	0	0	0	0	0	0	0	0
Total	24	1	1	1	1	1	16	1	0

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

50 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
1	1	2	2

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

The college ensures the availability of latest equipment and up to date infrastructure. There is a provision of budget and various committees are dedicated to the maintenance and up keep of facilities. • Day to day maintenance of classrooms, laboratories ensured by the support staff, is a key factor. In major cases i.e. maintenance of campus, the college allocates the work to external agencies. • Adequate number of Computers with internet connections and utility software are maintained with Annual Maintenance Contract (AMC) with the service provider • Two Librarians regularly issue books to the students, maintain library stock, maintain rare books with the help of 2 support staff. The activities like fumigation and pest control are done annually by external agencies. • Equipments like Generator, Water purifier, cooler, pump are also taken care of either by AMC or as and when required. • Entry-in-service a software maintained by the college which support the students for preparing them for competitive exam with nominal fee. • Sanitary Vending Machine maintained by the college which support the Girls Students for their health hygiene.

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Nill	Nill	Nill
Financial Support from Other Sources			

a) National	Nil	Nil	Nil
b) International	Nil	Nil	Nil
No file uploaded.			

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

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

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	PRE EXAMINATION CENTRE	60	60	21	21
No file uploaded.					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
66	66	14

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	3	UG	ENGLISH	BHU	ENGLISH
No file uploaded.					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	13

No file uploaded.

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Online celebration of World Environment Day	Institutional	85
Cultural Programme on International Mother language Day	Institutional	68
DINKAR JAYANTI	Institutional	86
AMBEDKAR JAYANTI	Institutional	85
FILM EXHIBITION ON BHIKHARI THAKUR	STATE LEVEL	190

No file uploaded.

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
------	-------------------------	------------------------	-----------------------------	-------------------------------	-------------------	---------------------

No Data Entered/Not Applicable !!!

No file uploaded.

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Students Union of the College works for the benefit of the students throughout the year. It has representation in important committees like Governing Body, IQAC, Sports Committee, Cultural Committee, Magazine Committee, etc.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

No Data Entered/Not Applicable !!!

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

No Data Entered/Not Applicable !!!

5.4.4 – Meetings/activities organized by Alumni Association :

No Data Entered/Not Applicable !!!

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The Institute practices decentralization and participation management in consultation with several Committees of the College. The Institute has

constituted different committees such as Admission Committee, Examination Committee, Building Development Committee, Finance Committee, Sports Committee, NCC and NSS Committee, Routine Committee, Grievance Redressal Committee and Maintenance Committee, which in discussion with the Principal looks after matters as and when referred by Principal. For the smooth functioning of academic of administrative work, the Higher Education Department co-ordinates all the policies and implements them smoothly. All decision related to College development, infrastructure, introduction of new courses, are taken by the IQAC, College Development Committee and Academic Committee. • Our Institute follows the standard operating procedure not only in the financial but in academic administrative activities. To purchase any stationary, benches, equipment, dealers /distribution are finalized and the copy of the rate contract is circulated to all the heads. M/S Anil Mishra and associates CA have been appointed to do the audit work.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	UNIVERSITY GUIDELINES ARE STRICTLY FOLLOWED
Teaching and Learning	Innovation is encouraged
Examination and Evaluation	UNIVERSITY GUIDELINES ARE STRICTLY FOLLOWED and regular CEP are conducted
Research and Development	Funding is given to organise seminars
Library, ICT and Physical Infrastructure / Instrumentation	Workshops for ability enhancement
Human Resource Management	Workshops for ability enhancement

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

E-governance area	Details
Planning and Development	Online record of daily activities of teachers in Teachers' Diary • SMS gateway for convenient notification to students as well as teaching and non-teaching staff
Administration	Biometric attendance for teachers and staff • provision for Online leave requisition system • Notice display system •
Finance and Accounts	M/S Anil Mishra and Associates (CA) work and regularly audit the books
Examination	Strictly conducted as per university guidelines
Student Admission and Support	Managed by ERP of university

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
No file uploaded.				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Orientation	3	15/10/2019	15/11/2020	28
No file uploaded.				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
23	23	8	8

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Felicitation to superannuated teachers and non-teaching staff	Loans	Half Fee Policies

6.4 – Financial Management and Resource Mobilization

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

The institution has an Accounts section and also separate a Finance Committee headed by Principal. Financial allocation for day to day various activities and yearly requirement for running all academic and administrative departments is carried out thoroughly by this committee. The Institution prepares yearly audited statements and Income Expenditure Statements for which services of the Govt. Certified auditor are used. The institution also appoints internal auditor for internal audit. Apart from all this institution also conducts Academic Administrative audit

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
No file uploaded.		

6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Nil	Nil	Yes	IQAC
Administrative	Nil	Nil	Nil	Nil

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

No Data Entered/Not Applicable !!!

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

No Data Entered/Not Applicable !!!

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

No Data Entered/Not Applicable !!!

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	IQAC Seminar on Plagiarism awareness	04/10/2019	04/10/2019	04/10/2019	78
2020	IQAC Seminar on Science Day	28/02/2020	28/02/2020	28/02/2020	55

No file uploaded.

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male

Gender Equity in villages by economic parity	10/01/2020	10/01/2020	32	25
--	------------	------------	----	----

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

Percentage of power requirement of the University met by the renewable energy sources
Identification of the college campus as plastic free zone • Substitution of bulbs and tube lights with LED lights for reduction in power consumption •Solar energy for sustainable energy use partially in a section of the college building

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	32
Scribes for examination	Yes	3

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	05/09/2019	1	SWACHH BHARAT ABHIYAAN	Cleanliness	123
2019	1	1	10/12/2020	1	Plantation programme	plantation drive	64
No file uploaded.							

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

Title	Date of publication	Follow up(max 100 words)
College Prospectus includes Code of Conduct for students	07/07/2020	Discliplinary committee functions to exercise good conduct

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Invited lecture by Dr Parameshwar Bhakti on Youth , education, and society in modern India	02/10/2019	02/10/2019	52
Invited lecture by Dr J .K. Tripathi on Youth and social harmony and religious tolerance	10/01/2020	10/01/2020	64

No file uploaded.

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

Plastic free zone Waste paper recycling Campaigning in locality for promotion of eco-friendly bags Reuse of one-sided printed papers Roof top Solar power Maintenance of water body within the college campus

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Title of the Practice : Women Empowerment Objectives of the Practice Women constitute more than 60 of the total student strength of the college. The majority of them come from flood ravaged rural areas, where miserable conditions of utter poverty, illiteracy, ill-health and superstition take hold of their lives. Thus they are doubly affected by the backwardness and discrimination. So, the college has resolved to take up the cause of Women Empowerment for the women students with the objectives of -

- Mentoring women students on women specific issues with one women teacher as mentor for every 20 women mentees.
- Creating an environment through awareness programmes to enable the students to realize their full potential for learning and solving their problems independently
- Arranging special sessions with the police and social activists for enabling the female students to be aware of several types of 'evil designs' by professional criminals for the worst type of exploitation taking the advantage of their innocence and gullibility.
- Dealing amicably with the student victims of exploitation of all sorts maintaining utmost confidentiality of the private life to protect their dignity.
- Involving social activists and Government officials to enlighten the students on human rights and fundamental freedom for equal rights and opportunities.
- Organizing debates and discussions on gender equality to enable the students to realize gender sensitization, thus leading to more equality and harmony in family and society.
- Conducting seminars and special sessions on ragging, eve-teasing and dowry system to expose the ill-effects of the evils.
- Development of vocational and technical skills among the women students by providing special training to enable them to become independent earners of their living.
- Extending financial assistance to the deserving poor women of disadvantaged sections to help acquire their degrees.
- Organizing the exclusive health camps for women students by women doctors for free treatment of women-related health problems and conducting awareness programmes on the importance of sanitation, personal hygiene and prevention of seasonal diseases. Tackling the social, developmental, health consequences and prevention of HIV/AIDS from a gender perspective.

2. The Context

- The women students, in the beginning were not enthusiastic to participate in the deliberations.
- Some parents and staff vehemently opined that the awareness / sensitization programmes defeated the very purpose of sending their wards to college.
- The coordinator and the members of the unit had to visit certain families and persuade the parents that all the programmes were meant for the betterment and empowerment of their dear daughters.
- As the gender sensitization programmes designed revealed several disparities and inequalities, that we might not have noticed earlier, people especially the other gender, argued discussing gender and gender roles would break up families and destroy society.
- Similarly, the various legal protective provisions for women were misunderstood as undue favour meant to belittle men.
- Even some teachers supporting the argument often opined that the change was difficult to be accepted as the ideas emanated from these seminars/workshops/debates on gender inequalities appeared new and startling.
- Some parents even found fault with the college that their children were detained in the college beyond working hours for unconnected and counter productive programmes.
- Under these circumstances, the college has thought it appropriate to forge ahead with the objective implementations the objective for

which an exclusive cell is created. 3. The Practice Discrimination against women even in the 21st century is a devastating reality. That is why 'gender inequality' has been a matter of serious concern across the globe and within the countries. India still has a long way to go before achieving gender equity and empowerment of women. Especially, the rural areas are ravaged by the miserable conditions of abject poverty, illiteracy, ill-health and superstition. The college girls account for 52 of the total strength and most of them come from rural areas. The majority of these girls belong to the weaker sections including scheduled caste, scheduled tribes, other backward classes and minorities without proper access to education, health and other productive resources. Therefore, they remain largely as the marginalized poor and socially excluded. Joining a degree college in the town and acquiring higher education involve money and higher things. So the poverty-stricken and tradition-bound parents reluctantly admit their daughters to colleges. Being the most vibrant and dynamic segment, the youth including girls, is our most valuable human resource. We cannot afford to neglect our female force to be the victims of discrimination, exploitation and segregation. So the college resolved to empower female students to face the vicissitudes of life boldly and successfully for a life of peace, harmony and dignity. To achieve the aim, the college established a Women Empowerment Cell (WEC) with a senior woman teacher as its Coordinator and three other senior women teachers as its members. All female students are eligible to take membership of the Cell irrespective of their status. There are two hundred girl student members in the unit. The Coordinator and the members of the unit meet twice a month and decide the conduct of awareness sessions during leisure hours sensitizing the girls to know why and how they are given subservient role in spite of their equal or even more abilities than their counterparts. They also draw an annual action plan for organizing various awareness programmes / seminars /workshops and interactive sessions. The Principal along with the Coordinator monitors the implementation of the plan. The Coordinator and the members are responsible for the implementation of the programmes in consultation with NGOs , and Government officials from the Department of Social Welfare, Adult Education, Women and Child Welfare, Judiciary and Medical Departments. The Women Empowerment Cell is working for the protection of women's rights and actively empowers women creating conditions for gaining confidence in their abilities. It aims at curbing the social evils like eve-teasing, ragging and dowry system providing necessary counselling and guidance by professional women counsellors, social and rights activists, enlightened academics and professional psychologists and psychiatrists, so that the women students become aware of unjust gender discrimination, the human rights, the legal provisions available for their protection, importance of higher education for higher enlightenment, mental and physical fitness. The College has organized several productive programmes so far extensively utilizing the services of the widespread network of NGOs which have a strong grass-root level presence with deep insight into women's concerns contributing to the inspiring initiatives for the empowerment of women. The Cell also arranged an exclusive medical camp for girls for the treatment of women-related health problems by Dr. Amitabh Choudhary , a local renowned Gynaecologist. The cell also looks after different girlchild centric scholarship programme initiated by the Government of Bihar. 4. Evidence of Success One Ms. Simran Sushama, BA(English) student of 2017-18 batch, was an active member of the Cell. She was able to complete her degree with the financial help of the Kenya Uthyan Yojna .A successful NSS volunteer, she was inspired by various awareness and gender sensitization programmes of the Women Empowerment Cell. She sensitized the present women students on gender issues to relieve them of their negative feelings of inequality, diffidence and shyness in varied socio- cultural contexts. Ms. Sushama is now pursuing her PG degree from MGCUB , Motihari. 5. Problems Encountered and Resources Required The modest and diffident students were reluctant to cross their academic borders

affecting the successful conduct of awareness programmes. The first awareness camp for female students on HIV/AIDS received a discouraging response as women's talking about AIDS is still a taboo. Ensuring the all-round support and participation of women teachers in the programmes is also a tough task Women students' impulsiveness in the matter of love in the adolescent age is a sensitive issue to be dealt with by women teachers. Organizing various programmes during working hours, sometimes, has led to sacrificing the class work. Sometimes, the participants were put to disappointment as the resource persons did not turn up for the camp. Implementation of the annual plan and its monitoring has become a tough task in view of tight academic schedule in the autonomous ambience. Total in given link.

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

<https://www.mjkcollege.ac.in/wp-content/uploads/2023/02/BEST-PRACTICES.pdf>

7.3 – Institutional Distinctiveness

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

M.J.K College is committed to the pursuit of excellence in higher education ,character building, total development of personality and responsible citizenship. Strategies to achieve these goals include Pursuit of Excellence: (a) Optimum transparency in admission of students (b) maintenance of a robust work culture (c) discipline combined with freedom of thought and expression (d) a sense of noble consciousness. Character building: Is woven into the total learning environment. Students are encouraged to be honest and hardworking, courteous in behaviour towards all, faculty members to be caring and, responsive, and emphasis is laid on personal dignity as well as simplicity and austerity in the total life of the college. Total Development of Personality: Class-room teaching is complemented with a wide range of co- curricular activities. Discipline: The College understands 'discipline' as the ability to uphold universal values in day-to-day work and conduct. Activities tlike self-aggrandizement are discouraged. Discipline is balanced with freedom, lest it gets equated with mere conformity, which undermines personality development. The mission of the College is to educate young men and women within a framework of liberal and republican values, to equip them to excel in the service of the nation and to attain optimum personal fulfilment by leading a values-based life. Communication: The vision and goals stated above are communicated to the student body in two broad ways. (a) by transferring the vision to the teaching fraternity through frequent interaction that are informal in nature (b) A more formal strategy is used in respect of the students. The college has a large number of scholarships to promote the pursuit of excellence. Innumerable scholarly activities -including seminars, conferences and workshops-are organized to reinforce this. In all of these, students and teachers work closely together. Tutorials and lectures are conducted with utmost regularity. Teacher truancy is virtually absent in our college. This total ambience distinguished by an earnest and dedicated aptitude to work as well as to the welfare of students is the most powerful communication there can be.

Provide the weblink of the institution

8.Future Plans of Actions for Next Academic Year

Future Plan • Create e-book system for easy access in library. • Create space for assembling larger number of students. • Establishment of Language lab •Introduction of Certificate course on Value education • Workshop/training for non-teaching staff • To save energy use of maximum number of LED lights. .To

