Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**A. S. COLLEGE**
Name of the head of the Institution	**Dr. Anil Kumar Jha**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**09431132321**
Mobile no.	**7903153880**
Registered Email	**ascollegedeoghar@gmail.com**
Alternate Email	**jhaanilkrskmu@gmail.com**
Address	**Campus I: Jasidih Road, P.O. Deoghar, Dist.- Deoghar Campus II : Behind Tapowan High School, Satsang, P.O. Deoghar**
City/Town	**Deoghar**
State/UT	**Jharkhand**

Pincode	**814112**

2. Institutional Status

Affiliated / Constituent	**Constituent**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Anil Kumar**
Phone no/Alternate Phone no.	**09934416123**
Mobile no.	**9835249742**
Registered Email	**iqacascollegedeoghar@gmail.com**
Alternate Email	**ak.skmu@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.ascollegedeoghar.com/NAAC.html

4. Whether Academic Calendar prepared during the year	**No**

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B+**	**2.51**	**2017**	**30-Oct-2017**	**29-Oct-2022**

6. Date of Establishment of IQAC	**18-Jul-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
Regular meeting of Internal Quality Assurance Cell (IQAC)	**25-Jul-2018** **01**	**8**

Regular meeting of Internal Quality Assurance Cell (IQAC)	07-Nov-2018 01	9
Regular meeting of Internal Quality Assurance Cell (IQAC)	04-Jan-2019 01	9
Regular meeting of Internal Quality Assurance Cell (IQAC)	10-May-2019 01	8
Organizing Internal seminar	12-Jul-2018 01	34
Plantation of approx.200 saplings of different plant species inside the college campus II in with collaboration of NSS unit and Green Club of the college	30-Jul-2018 01	150
Meeting with teachers regarding to fill feedback form of students Satisfaction Survey (SSS) questionnaires by NAAC Additionally, we also discussed regarding teaching- learning process	09-Oct-2018 01	35
Establishment of Counselling cell in the Department of Psychology	07-Jan-2019 01	10
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
A.S.College,Deoghar	RUSA Scheme	RUSA ,Jharkhand	2018 01	3000000
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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 :	4

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)

Preparation of Annual Quality Assurance Report.

Meeting with teachers regarding to fill feedback form of students Satisfaction Survey (SSS) questionnaires by NAAC Additionally, we also discussed regarding teaching- learning process.

Establishing Counselling Cell

Inspired Faculty members to organize Departmental Seminars to enrich student's participation in learning.

Cleanliness and availability of adequate drinking water.

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

Plan of Action	Achivements/Outcomes
Plan to Conduct Regular meeting of Internal Quality Assurance Cell (IQAC)	**Conducted regular meeting of Internal Quality Assurance Cell (IQAC)**
Cleanliness and availability of adequate drinking water.	**College accomplished in cleanliness and availability of adequate drinking water in the college campuses**
In the starting of session, IQAC planned for establishment of counseling cell.	**Psychology department runs counseling cell in the college.**
IQAC, planned for plantation and beautification of the college.	**Approx. 200 saplings of different species of plants are planted in the campus with the help of NSS, NCC volunteers and Green Club members. Some gardens are being also developed like Botanical garden and garden of seasonal flowers.**
Plan to Organize meeting of stakeholders of the Institution.	**Organized meeting of stakeholders of the Institution.**

In IQAC meeting, members suggested for the formation of Alumni Association of the college as soon as possible.	Alumni association registration is under process

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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 ?	**Yes**
Date of Visit	**18-Sep-2017**
16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2019**
Date of Submission	**14-Jan-2019**
17. Does the Institution have Management Information System ?	**No**

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Part B

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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

All the programme taught in the college are affiliated to S.K.M. University, Dumka, and hence all departments follow the syllabus and regulation prescribed by S.K.M. University, Dumka, The department strive for effective curriculum delivery through a combination of the time tested and innovative method: beginning with an entry point assessment of the student aptitude and expectations relating to the course and proceeding according to a set of teaching plans based on a academic calendar detailed enough to cover the available time frame yet flexible enough to permit changes. The teaching plans consists of detailed apportionment of the syllabus among all the faculties of a particular department the apportioning is done democratically through decision and deliberation among faculties in department meeting. Regular departmental meeting is done. Faculty members take utmost care to complete the syllabus stipulated time. Tutorials / project, class test and internal assessment comprise the format evaluative process but students are encouraged to make faculty beyond classroom hours for doubt Clearing and curricular discussion. The time table committee of all Faculty of Arts,Science and Commerce headed by the principal and a senior faculty member (time table coordinator) draws up a detailed time table which efficiently develop the units of time for academic and co-curricular purposes as for example - Theory, practical, tutorial classes as per the UGC Regulation and CBCS system.This time tables are displayed on notice board and circulated through digital media to students . A balance is maintained between studies and different types of engagements a student is

expected to participate in. The contact number (mobile number) and email ID is maintained in the attendance register and verified time to time. A student with low attendance are advised to improve their attendance. Faculty of different department tries to to penetrate the circle awesome by running different circular activity such as classroom teaching, laboratory demonstration, project work, tutorials, assignments, group discussions, field visit etc. This will help to understand practical knowledge for respective subjects thoroughly. Different subjects and topics are provided by the faculty members to the student for their seminar and project to create scientific basic temperament. To provide field knowledge educationally tools are managed by the department of respective subjects. The college receive regular updates of circulars through letters and emails from the university regarding the changes or modification in the curriculum. . The faculties receive all the sorts of support from the university and college to understand the curriculum. The students need to appear for two unit test in each semester. The marks obtained in the subjects are included in the internal assessment. Teacher's submit internal assessment marks in accordance with department wise guideline. Remedial classes are engaged for slow learners. Additional classes are also engaged apart from the regular workload. The Principal takes a manual feedback from teachers' students, parents and alumni. It is analysed and necessary action is taken by the principle where ever required. This feedback is critical input for the IQAC to evaluate the efficacy of curriculum delivery and implement steps

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
NIL	NIL	Nil	0	NIL	NIL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	NIL	Nill
[View File](#)		

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
Nill	NIL	Nill

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

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
NIL	Nill	Nill
[View File](#)		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field

		Projects / Internships
BCA	On Job training	45
BBA	On Job training	15
BEd	Class Room teaching Practice in different Schools as per allotment	93
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
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

1.4.2 How the feedback obtained is being analysed and utilized for overall development of the institution? (maximum 500 words): The college regularly takes feedback from all its stake holders and uses the collected data for its betterment. The institution ensures student perception towards the teaching faculty through a regular anonymous feedback system. This is carried on by filling up of the feedback appraisal forms by the students which is provided to them by the institution and due care is taken to maintain their anonymity, the obtained feedback is then discussed with the concerned teachers for further improvement in the teaching learning process. The feedback is generated not only for the teaching faculty but also about the college in general. The institution also obtains informal feedback from the students regarding the teaching learning process. Feedback obtained through evaluation of institution by students is analysed and informal suggestions made are taken into consideration for improvement in services. The College has also developed a mechanism for collecting feedback from the major stakeholders, that is, Parents during parent-teachers meetings conducted by each and every department. Feedback is also collected from alumni and other stakeholders during the periodical IQAC meetings. The institution solicits stakeholder perception on the overall performance and quality of the institution through regular meetings of IQAC, Alumni association of the college, interaction with the parents of students. Feedback from students, teachers, parents, employers and members of the alumni guide the faculty and the institution for quality enhancement of the college. Their suggestions are considered and implemented as far as possible. IQAC, Development Committee Academic Council. and different committees analyse them, and in many instances, policies have been framed and implemented. The PG courses in Hindi and Music have been proposed as a result of feedback obtained from stakeholders, especially parents. The collected data is analysed and several planning committees are formed as per the needs and requirements. Regular meetings and interactive sessions are organized with students/ex-students, teaching staff and the Principal. IQAC, Development Committee and the various planning committees and the existing committees work together under the supervision of the Principal to ensure the successful implementation of the suggestions and recommendations of the stakeholders to enhance the performance and quality of the institutional provisions. The Head of the Institution

ensures that adequate information is conveyed from feedback to the top management and stakeholders through regular IQAC and Development Committee meetings. The staff council, non- teaching staff, all the committees are kept in continuous contact through the Principal through meetings. The minutes of the meeting and information are well documented and are available for use as per requirement. An annual newsletter Gyan Rashmi is released every year keeping all the stakeholders abreast with activities of the college. Annual report is presented by the Principal on the College Foundation Day informing about new developments concerning all the aspects of the college with distributing awards to Departmental toppers, Best NCC Cadets and NSS Volunteers. Thus, the College takes regular feedback from students and stake holders,

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	B.A. (H) Sanskrit	200	Nill	Nill
BA	B.A. (H) Psychology	200	8	8
BA	B.A. (H) Political Sc	400	235	224
BA	B.A. (H) Philosophy	80	3	3
BA	B.A. (H) Music	100	11	11
BA	B.A. (H) LSW	200	Nill	Nill
BA	B.A. (H) History	400	295	277
BA	B.A. (H) Hindi	300	179	168
BA	B.A. (H) Economics	200	107	93
BA	B.A. (H) English	200	137	122
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	3731	550	30	Nill	4

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	Numberof smart classrooms	E-resources and techniques used
46	10	4	3	1	Nill

View File of ICT Tools and resources

View File of E-resources and techniques used

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

2.3.2 Students mentoring system available in the institution? Give details. (maximum 500 words) Student Mentoring System is an essential component and an integral part of the teaching learning process at A.S. College, Deoghar. The mentoring of the students begin on day one of the new academic session of the UG and PG students through their Orientation Program held by the Principal where they are made aware of the ethical and moral values of life, the discipline of the institution and the code of conduct expected from them by the management of institution. The catchment areas of A.S. College, Deoghar, are the surrounding villages. The students who come for Higher education are economically, Socially and academically backward but A.S. College, Deoghar keeps its door open to cater the need of the students. Faculty members are conscious of their duty and responsibility. Exposure given to students through Co-Curricular activities involvement in ongoing activities round the year and dedication of qualified faculty has enabled us to achieve it. The orientation programmes thus acquaint the mentees with the institution, its vision and mission, the facilities available and the regulations of the institution. Realizing the importance of emotional well-being in student's life cycle in the college, IQAC recommended to engage psychological counselling professionals to impart awareness and training regarding the same. It was recommended that such counselling sessions should not be a onetime exercise but it should be a continuous process for the entire year so as to spread awareness on the issues which generate stress, anxiety and sadness which in turn impacts the academic performance and productivity of students. The Mentoring and Counselling Cell has been set in the department of Psychology in the college on the basis of recommendations of IQAC. The Student Mentoring System is practiced by each and every department of the institution whereby the teachers of the college are engaged as mentors of the respective students of their department. A class with a strength of 100 or 120 students has at least 4 mentors. It is the responsibility of each mentor to observe the academic progress and overall personality development of their mentees. Project works, dissertations are conducted and Seminars and special lectures by experts are also arranged regularly by the mentors for the mentees to promote a culture of research and sharing of knowledge, information and resources. Class tests, Semester examinations, regular assessment in practical classes, viva-voce, are held by the mentors to assess the academic performance of their mentees. Tutorial classes are held, especially for the slow learners to enhance the quality of teaching learning process. Various competitions like debate, elocution, speech, one act play etc. are also organized by the mentors for overall development of the personality of their mentees. The mentors are also entrusted with the task of monitoring the attendance of their mentees and provide psychological counselling if needed. The mentors maintain the profile of the students which includes their name, contact details, their achievements etc., and this further helps the mentors to track students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
4281	30	1:143

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
50	24	26	Nill	15

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,	Designation	Name of the award, fellowship, received from Government or recognized

	international level		bodies
2018	Dr. Rahul Singh	Assistant Professor	Banmali Yuva Katha Alochna Samman

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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	Nill	Degree-3	16/04/2019	21/06/2019
BSc	Nill	Degree-3	16/04/2019	21/06/2019
BCom	Nill	Degree-3	16/04/2019	21/06/2019
BEd	Nill	Final	09/08/2018	14/09/2018
BBA	Nill	Degree-3	16/07/2018	08/10/2018
BCA	Nill	Degree-3	16/07/2018	08/10/2018
MCom	Nill	Final	07/03/2019	17/06/2019

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

Mid Semester Examination is conducted per Semester. Project and Assignments are given to the students at the beginning of every semester which is compulsory. They are evaluated and marks obtained are maintained in the register. The cumulative marks (Internal) which includes Mid Semester marks, project evaluation marks and marks assigned for attendance are entered in marks foil, sealed and sent to the University after the University Semester End Exam in the format prepared by the Examination Department of the affiliating University.Mid Semester Examination is conducted per Semester. Project and Assignments are given to the students at the beginning of every semester which is compulsory. They are evaluated and marks obtained are maintained in the register. The cumulative marks (Internal) which includes Mid Semester marks, project evaluation marks and marks assigned for attendance are entered in marks foil, sealed and sent to the University after the University Semester End Exam in the format prepared by the Examination Department of the affiliating University. The examination committee has reinforced norms for the conduct of the examinations and made all faculty aware of these norms before the commencement of the exams. • Preference of faculty regarding dates of invigilation duties is taken and factored in while preparing the duty chart. • Duty chart of invigilation duty is prepared and circulated much in advance to ensure presence of faculty during exams. • Flying squads comprising of faculty ensured that use of unfair means was checked. • Departments have also taken steps to streamline internal exams. • Continuous and Comprehensive Evaluations were undertaken through class tests, assignment problems, Case Studies and Projects • Multiple assignments were given to students topics were given in advance to enable them to prepare. The best of 2/3 assignments were submitted for their internal assessment data. • Those students who did not perform well in the assignment were counseled individually and when required, weaker students were given more chances to improve their scores. This led to an improved outcome as there was no/lesser performance anxiety. Extra classes by teachers and group classes on general but very important topics like taxation, etc • Students involved in co-

curricular and sports activities who missed the first test could appear in the second/ third round. • Mentoring Counselling Cell in the Department of Psychology provides Student Counselling Services organized workshop to help students deal with examination stress related issues.The details of evaluation process and their regulations are communicated to the students at the beginning of academic session through the notices and circulars. The faculty also informed about the regulations and evaluation process in the classes. The Examination Model Question papers are available at the College library. The entire process right from the curriculum, the time table, the examination schedule and the results are all sited on the official website of the university.The college has followed the guideline in evaluation reforms adopted by the S. K. M. University Dumka (Affiliating University).The examination committee of the college ensures the effective implementation of all such evaluation reforms introduced

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

A. S. College, Deoghar being a constituent unit of the Sido Kanho Murmu University, Dumka adopts the academic calendar prepared by the parent University approved by the academic council of the university at the beginning of the academic session and distributes it to the students at the time of admission and beginning of the new session. The academic calendar contains the yearly schedule of the College ranging from admission, registration, the list of holidays (National, State, Local Institutional), the tentative date schedule of college internal and semester end examinations, evaluation ,submission of internal tests marks , publication of results ,curricular and extra-curricular activities, departmental activities and other vital information of the institution. The academic calendar is distributed among all teaching and non-teaching staff members. • As members of IQAC, Teachers-in-Charge and key administrative officers collaborate to ensure smooth functioning of academics and administration in the college. • Various mechanisms and procedures were deliberated and adopted to further improve the quality of Academic Programmes • Formation of course-wise student faculty committees. The committees should meet twice in a semester, records of minutes to be maintained, discussion to focus on syllabus coverage, internal assessment and any other matter. • Paper-wise result analysis to be submitted by departments along with follow up remedial measures which are then discussed in the IQAC. • Department calendars for the entire academic year to be prepared in the first month along with budgets of activities and purchases. • Departments to work towards augmenting institute-industry interface. • Departments to keep duly signed minutes of all department meetings. • Promote skill development short term courses, students and faculty research projects. • Departments organise special talks, workshops, seminars and conferences regularly. This helps not just them but also exposes students to the best minds in the field. • Faculty are encouraged to participate in faculty development programmes, seminars and conferences to keep themselves abreast with current research in their respective fields • In order to develop the internal and external personality of the students for their future recruitment and retention in future life, the College organize the following programme: ? NSS programmes ? Debate and essay writing programme ? Sports and cultural programmes ? Personality development camp. ? Entrepreneurship development programme ? Blood donation camp, etc. ? NCC Programme ? Regular tutorial classes and class tests are held to assess the level of the students and guide them to perform better. ? Group discussion, interaction in the classes simple and formals questions are asked to the students in the class room. The doubt of the students is cleared by the teachers in the class room itself. ? Seminars and workshop are held by the respective Departments. In the seminar the students are asked to present something on a particular topic. The teachers of the respective departments also participate in the seminar to

evaluate the performance of the students. In discussion session, the teachers try to remove the drawback of the students. Remedial classes are held for the better performance of

2.6 – Student Performance and Learning Outcomes

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

http://ascollegedeoghar.com/NAAC/Program%20outcomes,%20program%20specific%20outcomes%20and%20course%20outcomes%202018-19.pdf

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	BCom	Commerce(H)	270	256	94.8
Nill	BA	Sociology(H)	43	41	95.34
Nill	BA	Psychology (H)	6	6	100
Nill	BA	Economics(H)	135	132	97.78
Nill	BA	English(H)	78	70	89.7
Nill	BA	Hindi(H)	116	112	96.5
Nill	BA	History(H)	232	216	93.1
Nill	BA	LSW(H)	1	1	100
Nill	BA	Music(H)	2	2	100
Nill	BA	Poliical Sc(H)	92	89	96.7

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2.7 – Student Satisfaction Survey

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

http://ascollegedeoghar.com/NAAC/Student%20Feedback%202018-19.pdf

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
Nill	0	NIL	0	0

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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
NIL	**NIL**	

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
NIL	**NIL**	**NIL**	**Nill**	**NIL**

View File

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
NIL	**NIL**	**NIL**	**NIL**	**NIL**	**Nill**

View File

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	**0**	**0**

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

Name of the Department	Number of PhD's Awarded
NIL	**Nill**

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)
Nill	**NIL**	**Nill**	**0**

View File

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
Hindi	**1**

View File

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
NIL	**NIL**	**NIL**	**Nill**	**0**	**NIL**	**Nill**

View File

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

NIL	NIL	NIL	Nill	Nill	Nill	NIL

View File

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nill	5	7	Nill
Presented papers	Nill	7	2	5
Resource persons	Nill	2	3	Nill

View File

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
World Environment Day, 5, June	NSS	3	100
Van Mahotsava	NSS	3	100
Unnat Bharat Abhiyan 19th August	NSS	3	250
Start Up India 20th August	NSS	3	350
Dr. Bhim Rao Ambedkar Idol ke Saini 23rd August	NSS	3	150
NSS Day 24th September	NSS	3	100
Drug Administration Day for Filaria Eradication 15th June	NSS	3	300
Declamation contest on Shresth Bharath ek Bharath 24th November	NSS	3	300
Blood Donation Awareness Session	NSS	3	250
Rashtriya Swachhta Karyakaran (Swachhta hi sewa)	NSS	3	100

View File

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

NIL	NIL	NIL	Nill
View File			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Rashtriya Swachhta Karyakaram	NSS	Swachh hi Sewak	3	300
Mahatma Gandhi ke 150th Janam Jayanti	NSS	Rally	3	300
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NIL	NIL	NIL	0
View File			

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/ industry /research lab with contact details	Duration From	Duration To	Participant
On Job Training	Project on ASP, HTML, SQL, JAVA, PHP	MCIT, Deoghar	01/05/2019	15/06/2019	47
On Job Training	Project on Marketing, Finance, Banking	Big Bazar, Deoghar	01/05/2019	15/06/2019	29
Classroom Teaching Practice	Teaching Practice	As Per allotted Classroom Practice Teaching Order by District Education Officer Deoghar	01/05/2019	30/06/2019	96
View File					

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
NIL	Nill	NIL	Nill

View File

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
3000000	3000000

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Class rooms	Newly Added
Laboratories	Existing
Seminar Halls	Newly Added
Seminar halls with ICT facilities	Existing

View File

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
KOHA	Partially	16.05	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	31000	1952700	Nill	Nill	31000	1952700
Reference Books	287	Nill	Nill	Nill	287	Nill

View File

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
NIL	NIL	NIL	Nill

View File

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	38	1	1	2	0	8	7	1	0
Added	0	0	0	0	0	0	0	0	0
Total	38	1	1	2	0	8	7	1	0

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

100 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
NIL	Nill

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 incurredon maintenance of physical facilites
1400000	1400000	200000	150000

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 policy of the college management is to provide quality education to the rural and tribal students from the backward districts of Santal Parganas. To inculcate effective teaching and learning process, the policy focuses towards providing necessary and better infra-structure. The College has considerable improvement in the infra structure and the learning resources that has created a conducive environment for the overall development of the learners making it a learner centric institution. The college has inadequate infrastructure to meet the demand of teaching learning process in full potentiality. The college has great efforts to generate funds from various agencies for the construction of new buildings and up gradation of library and laboratories. These investments will ensure that college teaching space is of high quality, the students have access to modern facilities of learning. Most of the departments in the college are equipped with LCD projector, computer and internet facility. The college takes steps to encourage the entrepreneurship among the students with help of its placement cell. Since large number of students having rural background and they are encouraged to develop their entrepreneurships skill for the interviews. ? Campus I and Campus II are under CCTV surveillance using 32 Cameras installed at important locations which are monitored regularly from respective control rooms. The institution has security arrangement with security staff members working in shifts to ensure safety and security. ? The college has a few classrooms equipped with ICT facilities. ? The college has an IT infrastructure that supports to curriculum needs. A few classrooms are IT equipped includes projectors and computer systems specially in the faculty of Science to enhanced teaching process. ? College has a large hall for conducting National and International Conferences seminars workshop and cultural programs

etc. ? Our college has a central library wi-fi internet facility. Library is enriched with large number of books, magazines and newspapers. The library has well organized mechanism to collect feedback from the students for improving the library services. ? A few Departmental libraries specially in the self-finance Departments of Business Administration, Computer Application, Library Information Science and Education are also present to enrich the knowledge of the students. ? Institution has well equipped laboratories and language lab. ? Campus II has well planted Botanical Garden and Flower beds /garden all around in Campus I and Campus II ? The institute maintains green and clean eco-friendly campus with garbage bins placed at suitable locations. The institution has appointed staff to maintain cleanliness in the campus . All class rooms and laboratory are cleaned properly on day to d ? Indoor and Outdoor sports activities are conducted in college campus. Students have won various State and University level awards. ? Safe drinking water facility is availed through water cooler and water dispenser present in Campus I and Campus -II of the college ? A canteen and two Girls common room facilities are available in Campus I and Campus -II of the College. ? Bank facilities are also available in the campus I.

http://ascollegedeoghar.com/NAAC/Procedures%20and%20policies%202018-19.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	NIL	0	0
Financial Support from Other Sources			
a) National	Post Matric Scholarship by the Welfare Department, Government of Jharkhand	377	0
b)International	NIL	Nill	0
View File			

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 implemetation	Number of students enrolled	Agencies involved
Spoken Tutorial	18/07/2018	200	IIT Bombay
Interational Yoga Day	21/06/2019	100	NSS
View File			

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 passedin the comp. exam	Number of studentsp placed

2019	Career Counselling Cell	34	24	14	10
View File					

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
46	46	10

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
NIL	Nill	Nill	NIL	Nill	Nill
View File					

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2018	645	B.A.,B.Com ,B.Sc,BBA,BC A,BLIS	All Departments	S.K.M. University ,Dumka	PG,MBA.MCA
View File					

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	7
View File	

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

Activity	Level	Number of Participants
Hul Diwas	University	120
Cultural Programme on Chancellor's Visit	University	46
Inter College Youth Festival	University	40
A.S College Foundation Day	College	22
View File		

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
Nill	NIL	Nill	Nill	Nill	Nill	NIL

View File

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

5.3.2 Activity of Student Council representation of students on academic administrative bodies/committees of the institution (maximum 500 words) Student members take the responsibility of planning,training,selection, organizing and executing various Inter-College activities. They help in mobilizing funds and getting sponsorship for conduct of events. They actively participate in most Inter Collegiate activities in the state and take the lead in selecting students based on their caliber and skills to form teams to represent the College. They act as liaison between students and teachers. Representation on Administrative and Academic Bodies Internal Complaints Committee- The Internal Complaints Committee (ICC) of the college is constituted as per UGC guidelines, to deal with complaints relating to Sexual Harassment at the work place. It has five student members. They create awareness among the all the students about the role and function of the ICC and take initiative in the conduct of awareness activities. Anti-Ragging Committee- The Anti-Ragging committee of the college is constituted as per UGC guidelines, to prohibit, prevent and eliminate ragging on the College campus. It has 10 student members (4 girl and 6 boy). NSS Advisory Committee- Every year the NSS advisory committee meets to plan various outreach, extension and campus level activities that are to be conducted. Student members contribute by giving their suggestions and assist in informing students about the same. They also help in for applying online examination form, online admission and also, they monitor the student queues for collecting admit card, collecting Mark sheet etc. students coming from rural areas. Executive committee of Students Consumer Co-operative Society has 5 students' members to help in managing some of the tasks and spread awareness about items and books available in the society. Placement Cell- Student Volunteers are given the responsibility to provide information about various activities organised by the Placement Cell to other students and encourage participation. Institutional Innovation Council has 15 students' members who participate and assist in conduct of activities of the Council. Womens Cell and Gender Champions: 3 student members have been appointed Gender Champions of the College, conduct events which aim at creating awareness about sexual harassment and related issues, and how to address the same. Sensitization programs and talks by experts on the theme Save the girl child and "Beti-Padhao"," Beti-Bachao" are conducted. to spread awareness among the people to broaden their thought.To run properly student union college has provided an office for inside the campus. time to time student union ask for their demands to the college administration regarding the cleanness of the college campus, availability of dustbin etc. they also asked for the opening of PG department in the college. the student union also observe the important day like national festival birthday or death anniversary of important leaders, international womens day, international yoga day, sports day, Nonviolence day, Teachers day, fresher's day farewell party, world literacy day, World AIDS day, World kidney day etc. They also organised cultural festival like inter Collegiate meet and College foundation day. student representative actively participates in various activities.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

37

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Nil

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)

Our Institution is a Constituent unit of Sidhu Kanuho Murmur University, Dumka which functions control of the V.C of the University. Power of running our college is given to our Principal. The college indicate promotes participative management. Various different committees at the college level and department level are responsible for planning and executing main operational procedures in the institute institutions. The college firmly believes that achievement of quality is every employees business and everyone in the institution has to stake in in contributing towards achievement of excellence. Every employee at all levels has an opportunity to contribute his/her innovative ideas leading to improved processes and hence higher quality results. This is achieved through the committee operating at strategic and operational (Department) level of management. Physical facilities from the integral part for effective implementation on of the curriculum through quality teaching and learning process. The principal routine in charge in consultation on with HODS strive to prove conductive ambiance by allocating of space, classrooms, laboratories, access to computers etc different department along with educated infrastructural support for carrying out curricular co-curricular, extra curriculum and research activities. Each department has its own classrooms in which lectures are delivered. Practical subjects like Physics, Chemistry, Botany, Zoology, BBA, BCA Physiology extra have their own laboratories computer labs and their facilities are optimally utilized as per the requirements common facilities like separate common rooms for girls, contain etc. are made available. The library has a library administration committee along with library in charge. Services is provided to the student at the time of admission student selected through online and offline mode also after the admission held a few months later when the time of external exam rights departmental old such internal exams and send result to the university. Beside their exams, different department organised group discussions and debates and quest for all development of your students. At times doubt and discussions are innated from students. Staff councils meeting is connected participation of teachers in college management the examination department consists of teachers colour and pins is headed by controller. The management of A.S College consists of mainly two branches academic and administrative academic activities of the college are managed by the Principal, Head of the respective departments and the fertility member while the administrative activities are governed by the Principal, Bursar, Accountants and Administrative staffs in tune with the direction of Sidhu Kanhu Murmu University. The college management is not just by the hire authorities but there is the participation of peoples from all sections like teaching staff, on-teaching staff and students. Suggestions and inputs from

this different groups of people play a major role in decision making process which is helpful for growth of the college in all aspects. Principal carries the responsibilities of permanent affiliation and accreditation visits, quality assurance, support services with the controller of Examination, Institutions progress and its prospectus, coordinating research and development activities and monitor the academic activities in the campus. Every year college makes it on budget report.

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

No

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
Admission of Students	From the session 2018-19, the admission is initiated through the unified Online Chancellor Portal designed and maintained by NIC , Ranchi at https://jharkhanduniversities.nic.in /home for Students seeking admission into undergraduate and Postgraduate courses .Using this portal student registered online first and after this Online Chancellor Portal allotted college as per their merit list and priority. Simultaneously, admission in vocational courses (BCA, BBA and B.LIS), is guided by the S.K.M. University, Dumka through portal http://skmuuniversity.in/login The no. of seats in each and every department has been fixed by the affiliating university. The college follow the academic calendar of the university for the date of admission, examination and results.
Industry Interaction / Collaboration	This college is basically an under graduate level college with PG Level teaching in the Faculty of Commerce. For further improvement of students and teachers in the higher education and for the on-campus selection (in vocational courses), college is moving forward through the different committees for example career counselling cell and placement cell. Additionally, in the IQAC meeting, members also suggested for the collaboration with the nearby institutions, industries and banks.
Human Resource Management	Human resource Management is the important part of the institution. It states the success of an organization. The college management encourages and motivates staffs to deliver their best and endeavour for optimum use of human

	recourses including friendly work culture, transparent environment at all level of functioning, quality improvement of the available nonteaching human resources through inspiration and training workshop are some of the highlight of our human resource management.
Library, ICT and Physical Infrastructure / Instrumentation	(i) Campus No – 1: It is situated on the main road at Jasidih road, Deoghar. It is a small campus having an area 1750 sq mts and consisting of six class rooms, Principal Chamber and six rooms for Administrative Purposes, Teacher Staff Rooms, Cycle stand and a Bank Extension Counter. A small ground for multipurpose use is also available. (ii) Campus No – 2 : (a) Classrooms – Four ICT enabled learning spaces (b) B.Ed. Building: A separate B. Ed building consisting of well-equipped three Halls, One Staff Room for Teachers, One Hall for Staffs, A multipurpose big Hall accommodating two hundred students for seminar, workshops, etc. (c) Laboratories- Physics, Chemistry, Botany, Zoology, Geology Psychology (d) Computer Laboratory: A well-equipped Computer Laboratories with Wi-Fi System for B.C.A Students. (e) One Language Lab consisting of Six Systems, One Server, Audio Connectivity including licensed software. (f) Library: A well-stocked two storeys College Library with reading room facility. Total Area of Library is 450 sq mts (Ground and First Floor) with Reference Section, separate reading rooms for students and faculty members with 31000 books. Partial Automation of ten thousand books have been done with RFID chips using Integrated Library Management Software Koha Version 16.05 in the year 2016 in different subjects. Separate specialised Departmental libraries are also available in Self Finance Departments of BCA, BBA, BLIS, B.Ed. and Hospitality Management. (g) Administrative Block: Administrative block consisting of four large rooms and modern amenities for purposes of Examination Department and Office works. (h) 20 Computers in BCA(H) Lab Each With 1GB RAM, 164 GB HDD, Intel® Dual CPU E2160 @ 1.80 MHz 20 in Departments 18 for Administrative Purposes. 1 Computer – Dell Inspiron

	2310 (All in One)2 GB RAM, 50.0 GB Hard Disc, Intel ® Core TH I-3 CPU, M 380 (a) 2.53 GHz OS Window 7 Home Premium 64 bit Four Computers 2 GB RAM, 50 0 GB HDD, intel ® Pentium ® CPU G 3250 (A) 320 GHz OS – 64-bit Window 8.1, x64 based processor Computer Office Pentium RD CPU – 2.79 GHZ 1.24 GB RAM Microsoft Window HP Prof Version -2002 HP Laser Jet 1020 Plus – 05, HP LaserJet M1005 MFP -07, Projector SONY VPL S7 -01, Projector EPSON EPSO3 EPIL -04, Four Computers and one server along with KOHA Integrated Library System Software in College Library.
Research and Development	.This college is basically an under graduate level college, there are no much facilities for research. The importance of quality education and quality of teaching at A.S. College, Deoghar, is supported by research and development in the allied areas. The college has an academic committee of senior faculty members to motivate the teachers to pursue PhD recently in the faculty of Commerce the work related to Ph.D. has started. According to the rules of UGC special classes for PhD enrolment scholars have started. They are taught how to prepare a thesis, its methodology and proposal under the leadership skill of teachers in the Department Of commerce. The research scholars are provided with all essential and necessary information regarding preparation of thesis. In the development seminar scholar form outside are invited to encourage the participants. The final year of students of M. Com are made above about the importance of research work. The students are encouraged to take up research-oriented projects. Interdisciplinary research is promoted by organizing workshops. National seminars are organized by UGC fund and many eminent scholars from all over India participated in the seminars. 2.In the computer lab students get their required information. Apart from this in the lab of physics, Chemistry, Zoology, Botany modern equipment are available for the benefits for the students. In psychology and music lab, equipment is also available for practical works. Reading room facilities are also available for students. Some published works by the

	teachers and the paper of seminar are available in the library. Some of the faculty members have been for felicitated for their research papers by National forum. 3. As an under graduate college in Arts Science, Commerce ,Management, Computer Application and postgraduate in Commerce, the IQAC in its annual meetings discusses institutional strategies through research committee for planning, upgrading and creating infrastructural facilities to meet the needs of various departments and equip them with the necessary requirements according to the funds granted from UGC, RUSA and other sources. 4.Members of IQAC unanimously passed to develop research facility in the college campus even at the small cost specially in the faculty of Commerce which runs PG Courses also, enrolling students in Ph.D. with the help of P.G. departments, encourage teachers for attending conferences, seminars and writing at least one minor research projects to the various government research funding agencies. 5.They also suggested collaborate with the nearby institutions/colleges/university.
Examination and Evaluation	The college is a constituent unit of S.K.M. University, Dumka. For the examination and evaluation college depends on the rules and regulation of the University. In the academic calendar of the University, it has already specified the date for publication of sent up list, date of filling of examination form, date of practical exams, date of theory papers exam, date for evaluation of answer book and the date for publication of results for session 2018-19. 2.The College conducts mid semester exams for UG PG. Marks and attendance are recorded in the Departmental Register and sent to the Examination Department just after the Semester End Examinations conducted by the University in the prescribed Excel sheet format. 3.Project work/Assignment are assigned to UG PG students and Evaluated by the teachers. Marks are added to the grand total of mid semester and the cumulative internal marks are sealed and also sent to the S.K.M. University, Dumka. Practical exams and Viva Voce are conducted in

	the Business Administration. Computer Application, Library Information Sc, Education, Science, Commerce, Arts subjects. Group Discussion, Debates and Quizzes are also held to evaluate the analytical ability of the students.
Teaching and Learning	The different courses run as per our prepared Master routine and departmental routine. H.O.D. of the department allot specialised teacher as per the departmental routine for the required topics mentioned in the syllabus. 2.Teaching is conducted both through chalk-talk method and through PPT presentation. 3. Learning through practical demonstration, field work, industrial visits, Group discussions, Quiz. 4. Enhancement of learning skills of the students through participations in Workshops, training programs seminars. 5.Wide access to main library, reference library, reference journal Magazines and internet facilities for students
Curriculum Development	The college is a constituent unit of the S.K.M. University, Dumka. It works according to the prescribed curriculum provided by the University. Courses of studies and syllabus are formulated by the academic council of the University. It is mandatory for all the constituent colleges to follow the syllabus and academic calendar (for admission, registration, examination, results etc.) of the University. 2.Inclusion of field work, industrial visit, educational tours, on job training, in house project training for both UG PG specially to students enrolled in Self Finance Vocational Courses of B.Ed., BBA, BCA and Hospitality Management as part of their course curricula as per the regulation of Sido Kanho Murmu University, Dumka. 3. Besides of conventional methods of teaching faculties use to teach by group discussion, talks, seminars etc. Faculties also encourage students to see the online lectures through SWAYAM/NPTEL/ MOOC programme also.

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

E-governace area	Details
Administration	The college has different administration chairs Principal, Bursar, coordinators and officers. Names of the administration are already

	given at the institutional website. Administration consciously tries to percolate its vision and mission to a wider cross section of society through its prospectus, introductory classes, posters and website etc. For example, the officers of N.S.S., N.C.C. and the Nodal give their advertisement through posters and website. The NAAC and IQAC coordinators passed different agendas through all members regarding the college development and publish its minutes to the college website simultaneously they give minutes to the principal for action taken also.
Finance and Accounts	The college have partially management information system. There are different types of bank accounts for different purposes and which are handled by the joined signature of the principal and the Bursar of the college as per the direction of the university. Annual audit of accounts is done by the competent chartered accountant and state approved auditors regularly appointed by the University and the HRD, Government of Jharkhand. The college makes its own budget report for estimated expenditure before the financial year and sends it to the University. In budget, college mention individually estimated expenditure in different heads for the maintaining physical (Building construction/repairing), academic and support facilities for example laboratory, library, sport complex, computers, classrooms, seminar, student tour, common rooms etc.
Student Admission and Support	1.For the admission, the college follows the rules and regulations of the University. the admission is initiated through the unified Online Chancellor Portal designed and maintained by NIC , Ranchi at https://jharkhanduniversities.nic.in/home for Students seeking admission for undergraduate and Postgraduate courses .Using this portal student registered online first and after this Online Chancellor Portal allotted college as per their merit list and priority. Simultaneously, admission in vocational courses (BCA, BBA and B.LIS), is guided by the S.K.M. University, Dumka through portal http://skmuuniversity.in/login For admission into B.Ed. Course, the

University conducts MCQ based competitive examination and sent the merit list to the college, 2.There are ramps for disabled students in Campus II. The Welfare Department, Government of Jharkhand provides Post Matric scholarship through online e-Kalyan portal where Students from SC, ST, OBC and Minority Category apply Scholarship amount is transferred online into their bank accounts after approval and verification by the college and District Welfare Office as per the direction of the university and the Government. In the college campus, college have a ST Boy's hostel run by the Welfare Department. 3.A.S. College, Deoghar, Deoghar is a premier educational institute in Santhal Parganas. The tribal of this area are admitted in this institution of Higher education. There is an equal opportunity centre of the college where special classes are conducted for economically weaker section of students with special emphasis to SC/ST OBC candidates. The college regularly uploads the required information on AISHE portal. The information regarding regular strength of students, working teaching and Non-teaching staff, Students, College IQAC cell is trying its best to upgrade the students of teaching by conducting seminars debate and essay competition. These devices actually help the students to develop their skill of speech and writing. 4.Athletic union of the college takes interest to promote the standard of Games and Sports. A.S. College, Deoghar takes part regularly in inter college tournament for the last years A.S. College becomes winner of Kho-Kho, Kabaddi, Volleyball, football, badminton and cricket tournaments. The NSS wings of the college take intensive care to organize programmes related to students' welfare. The women cell of the college organizes seminar and meetings to make the girl students aware about their right and responsibilities on women's day. College women's wing takes out awareness procession.36, Jharkhand Battalion has granted permission to start N.C.C. A.S. College turns no stones unturned to follow the path of progress and development. On the whole,

	the institution provides and promotes an academic environment that ensures and fosters holistic development of its students and enhances the opportunities of their progression to higher levels of learning and
Examination	The college is a constituent unit of S.K.M. University, Dumka and established on 31st July 1969. For the examination college follows the academic calendar of the university. In the academic calendar which is at the University website, it has already mentioned the date of filling of examination form, date of practical exams, date of theory papers exam, date for evaluation of answer book and the date for publication of results for session 2018-19. However, the internal examinations are conducted by the different department of the college also. Examination form in all UG and PG courses filed up by all eligible students on the the S.K.M. University, Dumka portal http://skmuuniversity.in/login.
Planning and Development	In our college, there are different committees for planning and development of the college such as RUSA Committee, Development committee, Purchase committee, Building committee etc. The name of core committees of planning and development of the college are given at our institutional website. Policies pertaining to the plans for continuation of existing quality and further improvement in quality are for emulated and finalized by the Principal with input from different statutory and non-statutory committees. For example, in case of planning a building, estimate is prepared by the University engineer, approved by the University. Tender of the work is advertised at the notice board, newspaper and institutional website.

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
Nill	NIL	NIL	NIL	Nill
[View File](#)				

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)
Nill	NIL	NIL	Nill	Nill	Nill	Nill
View File						

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
Women Empowerment and Gender Sensitization	1	06/07/2018	26/07/2018	21
View File				

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

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

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Group Insurance, Employee Welfare funds,	Group Insurance, Employee Welfare funds,	Post Matric scholarship provided by the government of Jharkhand from E-Kalyan Portal.

6.4 – Financial Management and Resource Mobilization

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

The College conducts internal and external financial audits regularly. Auditing is a vital exercise for keeping a close eye on an institutions financial health. It aids and guides colleges in better budgeting and financial resource management. With the financial data, the available finances may be properly utilized. The Development Council wants financial data on income from various sources in order to allocate funding under the headings of improving physical infrastructure, classroom facilities, and offering improved civic amenities to all college stakeholders. The affiliating university appoints the Bursar. He/she functions as a representative of the university, ensuring that the universitys income and spending are carried out in accordance with the universitys and state governments norms and regulations. The colleges bursar plays a critical role in ensuring that various expenditures are carried out using suitable mechanisms and techniques while adhering to all financial rules and regulations. For the Accounts section and the accountant, internal audit is a regular and normal operation. The accountant drafts all forms of demands for

payment of services and goods for the college office and departments. Various finance-related committees conduct the institutions internal audit. It is rigorously verified and cross-checked by the leaders of the appropriate committees. It was then presented to colleges. The external audit is carried out by Chartered Accountants, while the internal audit is carried out by the Universitys responsible authority. State government auditors perform auditing work as external auditors on occasion. All of the colleges accounts are up to date, and everything is double-checked. Time to time state government auditors also do the auditing work as the external auditor. The income and expenditure are closely monitored by Bursar, (Expenditure) and the accountant headed by the principal. Proposal for college are approved by the development cum building committee is and proposals pertaining to purchase are approved by the purchase committee of the college. All financial rules and regulations are properly followed. Internal audits are done annually after the end of the financial year. Audits of all accounts including vocational / professional departments are carried out. On occasion, state government auditors do audit work as external auditors. All revenue and expenditure information are meticulously maintained and reported to the finance department/accounting division, where it is confirmed and delivered to the principle. The situation is then taken on by the colleges legal adviser and a Chartered Accountant appointed by the institution, and after that, the colleges internal audit is conducted. The last audit of the financial year 2018-19 was accomplished are carried out. In addition to its external audit by the University has been done comprehensively in 2019. In case of salary and development grants the college prepare budget for the forthcoming year and sends it to the university. It is duly approved by the syndicate at the university level and send to the education department of the government of Jharkhand. The state government after scrutiny and approval send the budget of all universities of Jharkhand to the Jharkhand legislative Assembly, where it is passed and thereafter

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
NIL	0	NIL

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6.4.3 – Total corpus fund generated

0

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	No	NIL	No	NIL
Administrative	No	NIL	No	NIL

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

a) Co-operation in maintaining discipline. b) Participation in sports events etc. C) Suggestions for improvement of academic.

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

1. College administration conducts time to time staff council meeting to bring awareness among staff members regarding changes in the admission and

examination process a required in Semester System. 2.Staff members are encouraged to join courses conducted by UGC Human Resource Development Centers to upgrade Office and Administrative skills. 3.Teachers are given duty leave to attend Refresher courses,Seminars and workshops.

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

1)- Organised meeting with IQAC members and stakeholders on detail report of peer team. 2) Based on the weakness and challenged of the college given by peer team ,IQAC prepared the plans to improve quality indicators. 3) Process initiated for the Establishment of alumni association.

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
2018	Regular meeting of Internal Quality Assurance Cell (IQAC)	25/07/2018	24/07/2018	25/07/2018	9
2018	Regular meeting of Internal Quality Assurance Cell (IQAC)	07/11/2018	06/11/2018	07/11/2018	8
2019	Regular meeting of Internal Quality Assurance Cell (IQAC)	04/01/2019	03/01/2019	04/01/2019	8
2019	Regular meeting of Internal Quality Assurance Cell (IQAC)	10/05/2019	09/05/2019	10/05/2019	9
2018	Plantation of 200 saplings of different species of plants inside the college campus II in with collabo	30/07/2018	28/07/2018	30/12/2019	150

| 2018 | Meeting with teachers regarding to fill feedback form of students Satisfaction Survey (SSS) questionnaires by NAAC Additionally, we also discussed regarding teaching-learning process | 09/10/2018 | 08/10/2018 | 09/10/2019 | 35 |
| 2019 | Establishment of Counselling cell in the Department of Psychology | 07/01/2019 | 06/01/2019 | 07/01/2019 | 14 |

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
International Women's Day	08/03/2019	08/03/2019	38	10

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
• Plantation of trees on the large scale inside the college campus time to time. • Use of solar energy street light is proposed. • Use of Solar energy for Wi-Fi is proposed. • Internet facility. • Use of LED bulb inside the campus. • Cleanness programs conducted by NSS and NCC time to time. • Maintenance of garden and various play grounds by NSS Programme Officers and sport in charge respectively. • Encourage to students and teachers for save electricity, save papers, save waters, use of dust beans etc. • Environmental awareness program run by NSS unit of the college. • Use of water harvesting inside the campus • Celebration of international yoga day Right now no green energy production is

going on . IQAC has proposed for the same.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	11
Provision for lift	No	Nill
Ramp/Rails	Yes	11
Braille Software/facilities	No	Nill
Scribes for examination	Yes	4
Rest Rooms	No	Nill
Special skill development for differently abled students	No	Nill
Any other similar facility	No	Nill

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
2018	1	1	09/10/2018	1	Eye Check-up Camp	Health Awareness 135	135
2018	1	1	17/08/2018	1	Candle march	Volunteer Conducted Motivational march to Aware Voters	50
2018	1	1	01/12/2018	1	AIDS Diwas	AIDS Jagurukta Rally Done by Volunteers	38
2018	1	1	28/08/2018	1	Promotion of Ujwala Yojna1	Volunteers Motivated the Villagers to Use LED Bulb Save Electricity	37
2019	1	1	12/06/2	1	Free	Free	22

| | | 019 | | Medical Camp | Medical Camp was Organised at Bariyar bandhi, Singhwa, Gandhi Nagar, Simaria | |

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

Title	Date of publication	Follow up(max 100 words)
NIL	Nill	NIL

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Shrawni Mela	07/07/2018	05/08/2018	58
Gandhi Jayanti	02/10/2018	02/10/2018	57
Tiranga March	12/08/2018	12/08/2018	55
National Youth Day	12/01/2019	12/01/2019	132

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

The college is located in a sprawling and eco-friendly campus of 2.69 acre. The following initiative taken by the institution to make the campus eco-friendly are: • Plantation of trees on the large scale inside the college campus time to time. • Use of solar energy street light is proposed. • Use of Solar energy for Wi-Fi internet facility is proposed. • Use of LED bulb inside the campus. • Cleanness programs conducted by NSS and NCC time to time. • Maintenance of garden and various play grounds by NSS Units Programme Officers, and sport in charge respectively. • Encourage to students and teachers for save electricity, save papers, save waters, use of dust beans etc. • Environmental awareness program (single use of plastics awareness) runs by NSS unit of the college. • Use of water harvesting inside the campus. • Celebration of international yoga day and arranging of Yoga Shivir inside the campus.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practices 01: Environmental consciousness sustainability: The college is aware of the fact that higher education institutions have to play a significant role to inculcate environmental consciousness among the future citizens of the country and in during so arrest environment degradation. The college is working towards making the campus "Eco-friendly" with help of Women cell, and NSS, Zoological association and other units of the institute. In fact, NSS units entirely make efforts to keep the campus green. To keep the entire campus clean inward and action. The college has a green audit/environment committee. The environmental committee conducts projects work with the students through various projects. The committee members try to emphasis the fact eco-friendly environment can make the society and surrounding happy. The NSS students also take care to make the campus polythene free zone. College is located in an eco-

friendly Campus-II of 2.69 acre. most of the land are empty and have Opportunities for enhancing the eco-friendly campus, the following. Works has been done in the campus which helps in the Environmental consciousness sustainability. ? Plantation of Trees on the large scale inside the college campus time to time. ? Use of solar energy street light is proposed. ? Use of solar energy for WI –Fi Internet Facility Is Proposed. ? Use of LED Bulb inside the campus. ? Cleanness programs conducted by NSS NCC Time to Time. ? Maintains off garden and various play ground by NSS Units programme Officers, and sports in Charge respectively. ? Encourage to students and teachers for save electricity, save papers, save water use of dust beans. ? Environmental Awareness Program (Single use of Plastic Awareness) runs by NSS Unit. ? Hosteller's use college campus for running, walking and playground for sports every day. ? Staff and students are advised to turn off lights and fans when they are not being used. ? Regular bulbs and tube lights have been replaced by CFL and LED lamp to conserve energy. Timely switching of bulb gives its longer life. ? BCA Hons students and faculty members are encouraged to switch off the computer system AC and other equipment to conserve energy. ? Language lab smart class and other science lab are arranged to make advantage of natural light from windows. ? In the playground and other land pitcher rainwater percolates through the soil to recharge the bare-well water table. ? Since there is no concrete construction of roads within the campus the drain water inside the soil and keep the water level high. ? Different trees have been planted to keep environment eco-friendly trees have ground in vows to maintain carbon neutrality. ? Parking lot is located by side of the gate to avoid emission from vehicle. ? That in front of the main entrance there is a row of trees in science campus. In campus 1 there are some decorative plants and some Big trees to keep the environment friendly. ? The NSS volunteers and women's cell take interest to plant saplings in college campus. ? Hazardous waste management college is negligible. Practical classes in the science faculty or in psychology do not produce hazardous waste. ? NSS conduct extension activity for local community to create awareness and consciousness. ? The E-waste generation is very minimal in the campus used computers and peripheries are exchanged under buyback policy use batteries or UPS are also exchanged under buy-back policy. ? AS college Deoghar has two campus-The arts and science block. Science block is away from din and bustle of daily life. It is free from noise and hazardous, smoke pollution. Arts campus is on the main road. ? Celebration of international yoga day and arranging of yoga Shivir inside the campus. ? Water analysis of different villages around the college done by the NSS unit with help of department of chemistry. ? Anti-tobacco campaign to make the campus Tobacco free. College organised group- discussion and lectures to highlights the adverse effect of tobacco on the human health. Teachers staff and students took part in all these activities and ensure that our college campus free to Tobacco uses of any form. These activities are towards campus green and eco-friendly. ? Gender Equity: Since, This College is a co Educational and Every Year Large Numbers of Girls Student Take Admission in Different course. Best practices 0-2 gender equality e and student skill development The vision and mission of the college stress on the importance of giving values based higher education to youth through academic pursuit for excellence, community involvement and empowerment of women. ? Objective- student aware social responsibility for their society. ? College also helps girl's students to get Different type to scholarship (national scholarship is provided by government. ? The college has separate common room for girls ? There are 11 women faculties Out of 37 in the college. all women faculties are part of important committees (such as IQAC, NSS programme officer, women ceil sports in charge, cultural activities in charge, ant aging committee etc) and administration (library in charge, counselling cell etc) A gender sensitization programme is also conducted time to time by the women cell in the lecture's sports competitions, and programmes conducted by NCC And NSS units of this College girls Students

Participate with full enthusiasm in each and every unit (academic as well as extracurricular activities) of the college. • To organise inter College activities for the college student so that they would be enlightened and strengthened by correct values to stand up against the evil they would have to face. • The majority of girls in India dont have access to using basic technology such as phones and computers because of infrastructure related challenges and economic reasons.AS College always give equal access to technology for girls and boys students. • Gender equity awareness programme conducted by NSS unit time to time in the local areas and people aware of gender discrimination empowerment falling sex ratio, Sexual harassment. Womens participation in politics, women and work dimension of patriarchy, women and media and violence against women. Many of the posters and slogans have been made by NSS volunteers. • There been much progress in increasing access to education, but progress has been slow in improving the gender sensitivity of the education system, including ensuring textbooks promote positive Stereotypes. This is critically important for girls to come out of college as citizens who can shape a more equal society. AS college always promote these types of moral values in education. • One of the key strategies must be to change how girl's family and society imagine what girl can be and can do. College always promote to give girl images and role models that expand their dreams. • A.S college motto- United We Stand and Divided We Fall, is the vision behind a number of Innovation introduced in the College keeping in view the spirit of experimentation and innovation the following new strategies have been adopted to student skill development. • Smart class- has already been established. There is an LED projector mounted on the ceiling. The room is fully AC with computer. The Smart Class provides the student an opportunity to become conversant with PPT presentation as most faculty members use it for their lectures. Student are motivated to resources related to their subjects. Seminars and projects from the internet thereby making them tech-savvy. • Language lab-The need of the lab is to know different languages as the whole world has become a global village. In the remote area of Santhal pargana, students get little opportunity to learn different languages. Since the majority of students come from vernacular background, they remain weak in English. They are interested to learn the language but do not get ample opportunity and proper guidance to learn the language. Keeping in view the problems of student the college has established a language Lab , to teach English to students. The students have been taught properly by following the principle LSRW-Listening, speaking, Reading and writing. Language lab is going to help the students in the long run. • Co-curricular Activities- Different department organised inter departmental competition. Extempore, debate, essay writing, painting competition is organised time to time. Women's cell also organizes awareness programs. NSS units organised camp. In the 'World Yoga Day' the college organised yoga training for the students. Games and sports have become a main thrust of co-curricular activities. The student of our college takes regular part in inter University sports tournament. In volleyball, Kabaddi and Kho-Kho ,badminton and ootball the college became the winner. • Seminar- To develop and promote equality and to make the students more competent the college has started organising seminar in different departments. In these seminars, students are asked to speak something on the given topic. They deliver their lectures and then interaction session starts. This practice helps the students to develop their speaking habit. The seminars have already been organised by department of History, English, Hindi, Pol. science and Economics. Some more departmental seminars will be organised soon.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://ascollegedeoghar.com/NAAC/Best%20Practices%202018-19.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

AS College, Deoghar , a Constituent unit under SKMU Dumka Started It's Journey towards the path of excellence in the year 1969 under the able guidance of Dr. H narayan , The Founder Principal Of the college it was started as an Evening college and gradually with the increase in the numbers of students, it became a Day college . at Present A S College Deoghar has to Separate blocks where teaching of Arts, commerce and Science is imparted with able and proficient teachers. Apart from the teaching of general Courses ,it runs the department of management and computer Science in the year 2008 the department of BBA (H), BCA (H) Were Established the Teaching of Add on course in computer Application and library science are also being done here In the year 2015 the College got permission from MHRD And UGC to Start Community College scheme under this scheme Diploma in Hospitality Management was started with a Maximum intake of 50 students in each semester the students of first batch got their Diploma in December 2015 and Are placed in Different Hotels of Jharkhand and Bihar this is the only College under SKMU Dumka Where the community college has been running successfully the college has been identity of an educational hub as far as vocational course are concerned the department of education is also running here quiet successfully , were students got their B.Ed. Degree P.G teaching of commerce is also imparted here with almost sincerity and care students participate with full enthusiasm in each and every unit(academic as well as extracurricular activities)Of the College additionally, local people also use college campus for running ,walking And playground for sports. In addition to traditional teaching method, seminar, debates, group discussion, experimental learning, mind mapping etc are conducted insuring the participation of maximum number of students in the teaching and learning activity. college is proactive in promoting research among the faculty by providing them opportunity to involved in research, leading to Ph.D., leave to attend seminar,conferences etc. The college is also planning to elevate the PG department to research department, promoting faculty to acquire research guideship in the university, motivating the teachers to apply for research projects funded by various funding agencies etc. The college has a lot of community development programs included under the co- curricular activities enabling the quality enhancement of the students. The NCC, NSS department associations give leadership to the community oriented activities .The various organisations working with the participation of students truly play a major role in the quality enhancement of the students The equal opportunity center, center for literacy studies, career guidance and counselling centre, womens cell etc are some them In addition to the classroom teaching learning process, teacher are assigned as coordinator of various co-curricular activities supervision of the discipline of the College cultural and sports activities of students counselling the students and assigned work in different committee based on their talents. The faculty and administrative staff are appointed by the state government.

Provide the weblink of the institution
http://ascollegedeoghar.com/NAAC/Institutional%20Distinctiveness%202018-19.pdf

8.Future Plans of Actions for Next Academic Year

1)Continuing with the tradition of striving excellence the academic calendar would be prepared, as per the academic calendar of the affiliating university which same additional tasks. This year we ensure a more action-oriented year especially keeping in mind the various needs of all Departments. a) Arts- Encourage students for competitive exams, Personality development programs, Different career options after graduation. To encourage students to do live

projects with company to get handsome of experience. PG classes in Arts subjects should be introduced according to the feedback given by the students of social science which will be very helpful for the students of social science in the local area. b) Commerce - College has PG in commerce department so more placement opportunities with different more companies. Encourage staff for research activities. To conduct more guest lectures inviting expertise from the market. Giving students experience of small research projects and paper accounts. Conducting seminar related to Accounts. career oriented course. Conduct workshop on Income tax return filing and on GST return filing. c)Science- To introduce postgraduate courses in physics, chemistry, Botany and Zoology. To complete the construction of the Science building. To introduce honors course in biochemistry. To develop Zoology and Botany laboratory with well-equipped state of all facilities for students and researchers More medicinal plants should be planted in the botanical garden. Aquarium should be maintained in the Zoology lab. Faculty members are encouraged to take up more research activities and even more major /minor research projects. 2)Keeping in view the student's arena of interest and hobbies various committees and clubs to be formed so that the students can enroll themselves and thereby participate in forthcoming events and cultural programs scheduled. We plan more for student's involvement in various extracurricular activities. Keeping in mind the high level of stress among the youth new program will be planned for the mental well-being of the youths. 3)Work on ICT facility- The use of ICT in education allows students and teachers to experience new ways of learning. For this we plan to increase the number of ICT enabled smart classrooms and encourage the faculty to make greater use of T/L aids. Technology fascinates students, encouraging and motivating them to learn in the classroom. 4) Digitization and e-Learning of library- Digital libraries unlike traditional one can make services and library resources available via internet to support e- learning. Digital libraries provide online information resources for research and teaching. 5) To publish Annual College Magazine- College magazine Gyan Rashmi. 'periodically to provide the students and teachers the opportunity to show their creative ability. 6) Plantation and beautification of the college -Today the world is facing environmental problems like global warming, ozone depletion and pollution are burning issues. Solution to these problems lies in planting more trees. Trees and plants are the prime sources of environmental purification and beautification. A well-maintained college provides a safe and attractive learning environment for students. To plant more and more trees, flowers and fruit giving trees for a fresh nature, environment and beautification.