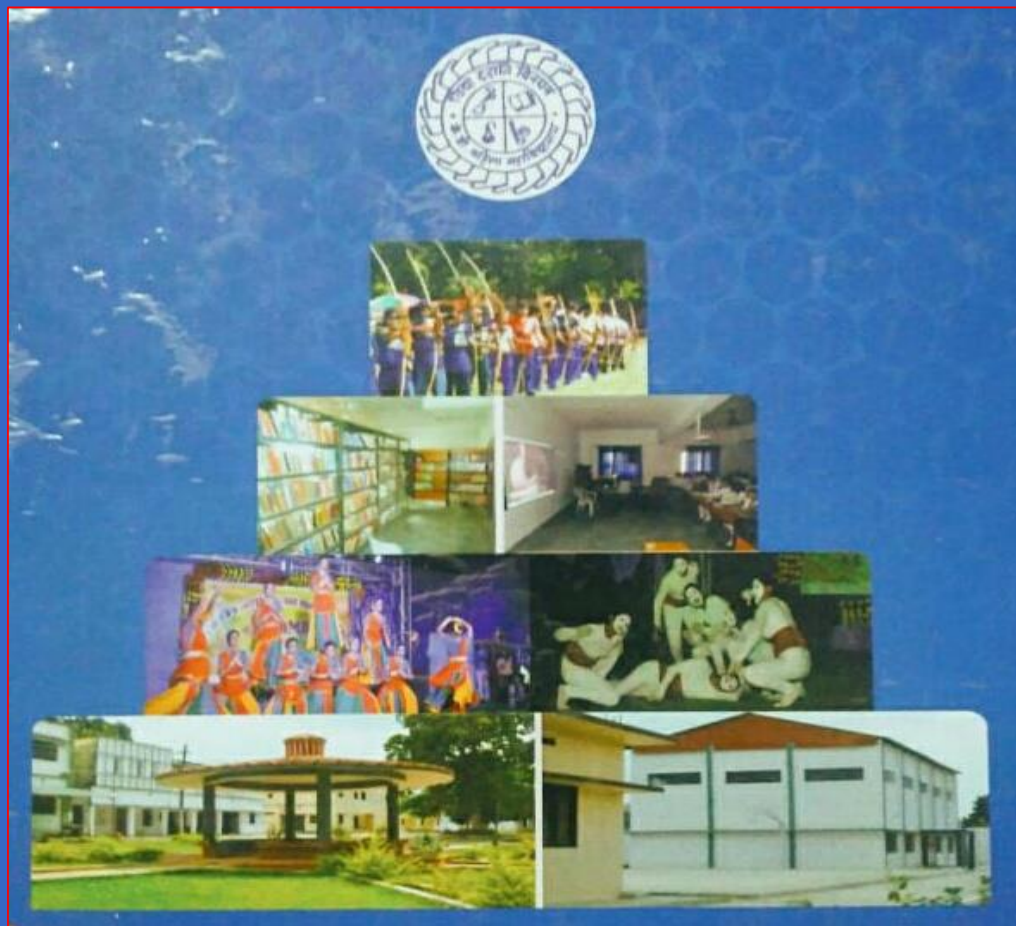


**ANNUAL QUALITY ASSURANCE
REPORT (AQAR) OF THE IQAC
ACCREDITED B++ (1ST CYCLE)
BY
NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
(NAAC)**



K. B. WOMEN'S COLLEGE
HAZARIBAG, 825301(JHARKHAND)
www.kbwomenscollege.in

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

I. Details of the Institution

1.1 Name of the Institution

K. B. Women's College,

1.2 Address Line 1

Near Civil Court Hazaribag

City/Town

Hazaribag

State

Jharkhand

Pin Code

825301

Institution e-mail address

kbw_hzb@rediffmail.com

Contact Nos.

9431795100

Name of the Head of the Institution:

Dr. Rekha Rani

Tel. No. with STD Code:

06546 - 263442

Mobile:

9431795100

Name of the IQAC Co-ordinator:

Dr. Krishna Thakur

Mobile:

9931300941

IQAC e-mail address:

kbw_hzb@rediffmail.com

1.3 NAAC Track ID (For ex. MHCIGN 18879)

JHCOGN25489

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

EC (SC)/17/A&A/39.1

1.5 Website address:

www.kbwomenscollege.in

Web-link of the AQAR:

kbwomenscollege.in/kbwc/wp-content/uploads/2017/08/Report.pdf

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B++	2.81	2016	5
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC: DD/MM/YYYY

07/12/2012

1.8 AQAR for the year (for example 2010-11)

AQAR for the year 2017-18

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011))

- i. AQAR 2016-17 submitted on 24/08/2018
- ii. AQAR 2017-18 submitted on

1.10 Institutional Status

University	State	<input checked="" type="checkbox"/>	Central	<input type="checkbox"/>	Deemed	<input type="checkbox"/>	Private	<input type="checkbox"/>
Affiliated College	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				
Constituent College	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>				
Autonomous college of UGC	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				
Regulatory Agency approved Institution	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>				

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution	Co-education	<input type="checkbox"/>	Men	<input type="checkbox"/>	Women	<input checked="" type="checkbox"/>
	Urban	<input checked="" type="checkbox"/>	Rural	<input type="checkbox"/>	Tribal	<input type="checkbox"/>
Financial Status	Grant-in-aid	<input type="checkbox"/>	UGC 2(f)	<input checked="" type="checkbox"/>	UGC 12B	<input checked="" type="checkbox"/>
	Grant-in-aid + Self Financing	<input type="checkbox"/>	Totally Self-financing	<input checked="" type="checkbox"/>		

1.11 Type of Faculty/Programme

Arts	<input checked="" type="checkbox"/>	Science	<input checked="" type="checkbox"/>	Commerce	<input checked="" type="checkbox"/>	Law	<input type="checkbox"/>	PEI (Phys Edu)	<input type="checkbox"/>
TEI (Edu)	<input type="checkbox"/>	Engineering	<input type="checkbox"/>	Health Science	<input type="checkbox"/>	Management	<input type="checkbox"/>		

Others (Specify)

Vocational courses of CND, BCA, Fashion Designing & DMLT
Community college
IGNOU Centre UG& PG (Arts + Commerce) for Women/ Men

1.12 Name of the Affiliating University (for the Colleges)

Vinoba Bhawe University, Hazaribag
Except for DMLT

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc N/A

Autonomy by State/Central Govt. / University	-		
University with Potential for Excellence	-	UGC-CP	-
DST Star Scheme	-	UGC-CE	-
UGC-Special Assistance Programme	-	DST-FIST	-
UGC-Innovative PG programmes	-	Any other (<i>Specify</i>)	-
UGC-COP Programmes	-		

2. IQAC Composition and Activities

2.1 No. of Teachers	7
2.2 No. of Administrative/Technical staff	1
2.3 No. of students	1
2.4 No. of Management representatives	-
2.5 No. of Alumni	1
2. 6 No. of any other stakeholder and Community representatives	-
2.7 No. of Employers/ Industrialists	-
2.8 No. of other External Experts	2
2.9 Total No. of members	12
2.10 No. of IQAC meetings held	5

2.11 No. of meetings with various stakeholders:	No.	5	Faculty	QUARTERLY	
Non-Teaching Staff Students	QUARTERLY	Alumni	-	Others	AS PER NEED

2.12 Has IQAC received any funding from UGC during the year? Yes ☐ No ☒

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

- Seminar on **Biomedical Waste Management and proper hand- washing**
- Celebration of **Nutrition Week**
- Seminar on **WENET**
- Workshop of **Centre for Advance Learning in Bioscience (CALIBS)** for selection of branch in diversified range of options in Bioscience
- Workshop of RUSA on “ **Understanding the Essentials of RUSA**”
- Seminar on **Cleanliness and Health Hygiene**

2.14 Significant Activities and contributions made by IQAC

- Research scholars are enrolled under our teaching staff for their Ph.D.
- NUTRICA magazine is being published annually by CND department
- Nutritional assessment and survey done by CND department at Sankul Sansaadhan Kendra, Municipal Madhya Vidyalaya, Hazaribag
- Industrial visit to Sri Jagannath Hospital & Research Centre, Ranchi
- Socio economic and Geographical survey ofvillage by Geography Department.
- Celebration of Nutrition Week by CND and DMLT
- Organised seminar on WENET
- Seminar on Biomedical Waste Management and proper hand-washing
- Emphasis and regular monitoring of the construction of new Science block and furnishing
- Socio economic and Geographical survey of Ward no. 34 of Hazaribag Corporation
- Educational visit by CND to Sudha Dairy
- Land use survey by Geography department of the Nagwan village
- Job training at Hazaribag College of Dental Sciences and Hospital for DMLT
- Job training at District Public Health Laboratory, Sadar Hospital for DMLT

2.15 Plan of Action by IQAC/ Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

PLAN OF ACTION	ACHIEVEMENTS
Applied for Bachelor of Corporate Secretaryship at UG level Proposal is placed in the Academic Council, V.B.U. for approval	Proposal Approved
Applied for B.Sc. in Medical Lab Technology at UG level Proposal is placed in the Academic Council, V.B.U. for approval	Proposal Approved
Applied for P.G. Diploma in Hotel Management to be initiated in academic session 2019-20 Proposal is ready to be placed in the Academic Council, V.B.U. for approval	Under consideration
Six month certificate course in TALLY Proposal is ready to be placed in the Academic Council, V.B.U. for approval	Under consideration
Educational Trips / survey of students	Land use survey of Nagwan village by Geography Department
	Socio economic and geographical survey of ward no. 34, Hazaribag
	Nutritional assessment and survey at Sankul Sansadhan Kendra Municipal Madhya Vidyalaya, Hazaribag
	Visit to Sudha Dairy
	Industrial visit to Sri Jagannath Hospital and Research centre, Ranchi
Job Trainings	Hazaribag college of Dental Sciences and Hospital for DMLT
	District Public Health laboratory Sadar Hospital for DMLT
Encouraged faculty to attend FDP's , publish text-books, publish research papers in reputed journals	Two faculties attended FDP 1 chapter is published in book with ISBN no. by a faculty member 4 research papers published in peer reviewed journal

	5 papers is published in a national journal
Outdoor stadium under CSR Scheme	Proper monitoring within limits of the construction

** Attach the Academic Calendar of the year as Annexure I.*

2.16 Whether the AQAR was placed in statutory body Yes ☒ No ☐

Management ☐ Syndicate ☐ Any other body ☐ IQAC ☐

Provide the details of the action taken

- Efficient and effective monitoring of current status of the New Science Block was found to be on budget, on schedule and on target to meet the project objectives
- New Science Block is in the stage of furnishing
- It is taken care that Seminars proposed should organise on time
- Classes of Bachelor of Company Secretaryship started on schedule with Induction program

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	-	-	-	-
UG	21	-	3	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	1	-	1	-
Certificate	-	-	-	-
Others	-	-	-	-
Total Interdisciplinary Innovative	22	-	4	

- 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options
(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	21 (2015 Onwards)+1
Trimester	-
Annual	Only special exams of 18 Degree courses

1.3 Feedback from stakeholders* Alumni ☐ Parents ☒ Employers ☒ Students ☒
(On all aspects)

Mode of feedback : Online ☐ Manual ☒ Co-operating schools (for PEI) ☐

**Please provide an analysis of the feedback in the Annexure*

- 1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

It is the University which changes the syllabi. The faculty members of the college are members of the Board of Studies, Academic Council, Vinoba Bhave University, Hazaribag. In this capacity they participate actively in revision and updation of syllabi.

- 1.5 Any new Department/Centre introduced during the year. If yes, give details.

Two vocational courses namely B.C.A. and FASHION DESIGNING started from this academic year on scheduled time
IGNOU -PG in Arts and Commerce Centre for women/ men started successfully.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
35	27	8	-	2

2.2 No. of permanent faculty with Ph.D.

28

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
-	-	-	-	--	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty 2 - 14

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars	4	4	-
Presented papers	4	5	-
Resource Persons	-	-	-

2.6 Innovative processes adopted by the institution in Teaching and Learning:

<ul style="list-style-type: none"> • Healthy interaction between students and faculty which goes beyond the classrooms; learning beyond curriculum • Class room Presentations • Case-studies during class room interaction • Field studies supplementing the curriculum • Presentations/ digitally interactive methods are used beyond conventional teaching • Group Discussions during tutorials • Outside classroom activities for acquiring skill and wholesome development of mind • Class seminar by seminar

2.7 Total No. of actual teaching days during this academic year 180

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions) As per Vinoba Bhave University guidelines

2.9 No. of faculty members involved in curriculum restructuring/ revision/ syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 20

2.10 Average percentage of attendance of students 83 %

2.11 Course/Programme wise distribution of pass percentage:

S. No.	Name of Exam	Faculty	Total no. of students appeared	Pass %	Promo- ted %	Fail %	Ist Div	IInd Div	Pass	Remarks
1.	Degree II 2017 Special	B.A.	68	60.3	-	39.7				Exam held in August 2017
		B.Sc.	18	77.7	-	22.3				
		B.Com.	-	-	-	-				
		CND	-	-	-	-				
2.	Sem IV 2015-18	B.A.	963	96.7	2.8	0.5				Sept.2017
		B.Sc.	122	97.5	2.5	-				
		B.Com.	359	98.8	1.2	-				
		CND	32	100	-	-				
3.	Sem II 2016-19	B.A.	1315	87.7	10.6	1.2				Nov. 2017
		B.Sc.	193	87.5	10.4	2.1				
		B.Com.	390	98.5	1	0.5				
		CND	34	94.1	5.9	-				
4.	Sem I 2017-20	B.A.	1674	92	7.5	0.5				Feb 2018
		B.Sc.	222	71.2	28.4	0.4				
		B.Com.	374	97.1	2.7	0.2				
		CND	40	92.5	2.5	5				
5.	Sem V 2015-18	B.A.	945	97.8	1.8	0.4				April 2018
		B.Sc.	121	99.2	0.8	-				
		B.Com.	356	96.3	3.1	0.6				
		CND	32	100	-	-				
6.	Degree III Old special 2017	B.A.	97	100	-	-	2	73	22	May 2018
		B.Sc.	28	100	-	-	9	13	6	
		B.Com.	18	100	-	-	1	12	5	
		CND	-	-	-	-				
7.	Sem III 2016-19	B.A.	1315	86.8	11.4	1.8	-	-	-	May 2018
		B.Sc.	195	79.5	19.5	1	-	-	-	
		B.Com.	387	93.8	5.7	0.5	-	-	-	
		CND								
8.	2016-17 Batch	DMLT	50	74	-	26				2016

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

Currently we follow the CBCS curriculum assessment system with the end of semester exam in the ratio 20:80

- Through Bench Marking
- Through Students Performance
- Through Feedback System
- Proper monitoring of classes
- Proper execution of teaching plan

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	2
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	25 (One day)
Others	-

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	28		-	-
Technical Staff	02	-	-	-

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- Three faculty members are pursuing Ph.D.
- Motivated the faculty members for pursuing Minor/Major Research Projects
- Encouraged the faculty members, especially Assistant Professors to publish research work in Journals to take benefit of CAS
- Motivated faculties to write text books

3.2 Details regarding major projects – N.A.

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	2	4	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	-	-	-

3.5 Details on Impact factor of publications:

Range Average h-index ☒ Nos. in SCOPUS ☒

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant Sanctioned	Received
Major projects	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects <i>(other than compulsory by the University)</i>	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

3.7 No. of books published i) With ISBN No. Chapters in Edited Books
 ii) Without ISBN No.

3.8 No. of University Departments receiving funds from N.A.

UGC-SAP CAS DST-FIST
 DPE DBT Scheme/funds
 3.9 For colleges – N.A. Autonomy CPE DBT Star Scheme
 INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	-	-	-	-
Sponsoring agencies	-	-	-	-	-

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaboration International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs: N.A.

From funding agency From Management of University/College Total

3.16 No. of patents received this year – N/A

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
		-	-	-	-	-

3.18 No. of faculty from the Institution who are Ph. D. Guides

6

and students registered under them

6

3.19 No. of Ph.D. awarded by faculty from the Institution

1

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF - SRF - Project Fellows - Any other -

3.21 No. of students Participated in NSS events:

University level

75

State level

2

National level

-

International level

-

3.22 No. of students participated in NCC events:

University level

50

State level

50

National level

1

International level

-

3.23 No. of Awards won in NSS:

University level

1

State level

-

National level

-

International level

-

3.24 No. of Awards won in NCC:

University level

-

State level

-

National level

1

International level

-

3.25 No. of Extension activities organized

University forum

College forum

CND 1, DMLT 1

NCC

NSS

35

Any other

3 by Geography department, 1 by CND Department, 1 by DMLT

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Tree plantation in Arsh Kanya Gurukul
- Tree plantation in Ward no. 32, Hazaribag
- 15 Days Swachhta Pakhwara
 - Sapath grahan samaroh
 - Cleanliness of College campus
 - Cleanliness of College laboratories
 - Cleanliness of College Library
 - Swachhta Jagrukta Rally in Hazaribag, Rajkiya Madhya Vidyalaya
- Samuhik Swachhta Jagrukta Rally in nearby area of college
- Essay writing Competition
- ‘**Swachhta Hi Seva Hai**’ ke adheen Vinoba Bhave University mein saaf safai
- Celebration of NSS Sthapna Diwas in University
- Oath taking ceremony National Integration Day
- Speech competition on Siksha Diwas
- Celebration of Birsa Jayanti
- Awareness program on AIDS
- Seminar on Social Responsibility in VBU
- Debate competition on Vivekanand Jayanti
- Prasikshan karyakram on Blood donation
- Mahila Suraksha Kanoon par vyakhyaan on International Women’s Day
- Shradhaanjali sabha on Saheed Diwas
- Workshop on ‘**Swachhta Summer Internship**’
- Painting competition and Speech competition on ‘**World Environment Day**’
- Registration for 10 Days Swachhta Summer Internship
- 2 days Survey of village Singhani
 - Rally for swachhta Jagrukta
 - Wall painting and slogan writing
 - Nukkar Natak
 - Skit
 - Door to door campaign
 - Cleanliness of the village
 - Plantation of Trees
 - Awareness program about health
 - Power point presentation

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	41277.93Sqm	-		
Class rooms	19	-		
Laboratories	08	01		
Seminar Halls	02	-		
No. of important equipments purchased (≥ 1-0 lakh) during the current year.		Online UPS & 35computers	RUSA fund	
Value of the equipment purchased during the year (Rs. in Lakhs)		17,67,500/-	RUSA fund	
Others		11,32,500/-	RUSA fund	

4.2 Computerization of administration and library

- The college Library is fully automated and air conditioned. Integrated library management software KOHA is used for library administration.
- Administration is partially computerised

4.3 Library services:

LIBRARY SERVICES FOR UG COURSE

	Existing		Newly added [2016-17]		Total	
	No.	Value	No.	Value	No.	Value
Text Books	39646 +	- +	947	4,26,486/-	41996	+842270/-
Reference Books	1403	4,15,784/-				
e-Books	INFLIB NET – NLIST		INFLIBNE T –NLIST	5900/-		
e-Journals						
Digital Database						
CD & Video						
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	65	2	Yes	-	-	2	3	-
Added	-	-	-	-	-	-	-	-
Total	65	2				1	3	

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

- Internet is available on all computer systems in the campus.
- The college faculty uses ICT for teaching and learning.
- Regular Training to teaching and non teaching staff is given to upgrade technology usage.
- Notices, Latest Events and circulars are also uploaded for the benefits of the teachers and students.

4.6 Amount spent on maintenance in lakhs:

i) ICT

NIL

ii) Campus Infrastructure and facilities

NIL

iii) Equipments

NIL

iv) Others

NIL

Total:

NIL

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Updates on notice boards and college website to ensure active participation by students in various activities
- Announcement during classes
- Through SMS service
- Induction meet are organised for the students at the beginning of session
- Parent teacher meet are organised

5.2 Efforts made by the institution for tracking the progression

- Mid-term exams
- Tutorials
- Remedial classes for slow learners
- Presentation by students
- Attendance Records
- Assessing organisational skills of students by letting them take initiative to organise various events
- Redressal of specific problems

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
5826	-	-	82

(b) No. of students outside the state

7

(c) No. of international students

NIL

Men

No	%
-	-

Women

No	%
5908	100

Last Year						This Year					
General	SC	ST	OBC+ Minority	Physically Challenged	Total	General	SC	ST	OBC+ Minority	Physically Challenged	Total
2716	469	173	867+793	-	5018	1945	549	230	2297+887	-	5908

Demand ratio 1:2

Dropout % 5%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

No

No. of students beneficiaries

-

5.5 No. of students qualified in these examinations U.G. College

NET

-

SET/SLET

-

GATE

-

CAT

-

IAS/IPS etc

-

State PSC

-

UPSC

-

Others

-

5.6 Details of student counselling and career guidance

- Career guidance and counselling sessions were arranged by the faculty itself for the student's academic and professional progression.
- Teachers regularly counsel students in their department about the various prospects of their subjects.
- Job Training at Medanta hospital for CND students, IRBA Ranchi
- Job training by CND department at NSHM Durgapur

No. of students benefitted

Maximum

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
-	-	-	26

5.8 Details of gender sensitization programmes

- Women's day celebration
- AIDS Day
- Sanitary Napkin Vending Machine

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level National level International level

Cultural: State/ University level National level International

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	N/A	N/A
Financial support from government SC	358	Online
Financial support from government ST	145	Online
Financial support from government OBC	1802	Online
Financial support from government Muslim Minorities		Online
Financial support from other	-	2000 p.a.

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: Yes redressed

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision:-

To build a class of intellectual, moral, independent and committed citizens who will become a human resource of high calibre to cater the needs of the society and the country with the humble motto — **Vidya Dadati Vinayam.**

Mission:-

The mission of our institute is committed in the path of women empowerment through access to quality higher education, enabling them to develop educationally intellectually, socially, and morally by inculcating in the values of social, economic and national responsibilities.

6.2 Does the Institution has a management Information System

The College is constituent unit of Vinoba Bhave University. The University is part of Govt. of Jharkhand.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

- Two vocational courses BCA and Fashion Designing started from this academic year
- Heads are members of Board of Studies and they contribute regularly towards curriculum enrichment and development.
- Bachelor of Company Secretaryship course to be started from the next academic

6.3.2 Teaching and Learning

- To make teaching more effective and result-oriented innovative pedagogical methodology is used.
- Interactive methods are used to facilitate learning and making the class environment congenial and student-centric.
- Process of dialogue inculcates enthusiasm and enhances willingness to work harder.
- Holistic development of students is ensured through community out-reach initiatives. Learning thus makes them humane and concerned citizens.
- Smart Classrooms equipped with LCD Projectors, internet connectivity etc. augment the teaching-learning process.
- Use of ICT
- Establishment of the course plan for every subject well before the commencement of each semester
- Some teacher's study materials are provided to the students.
- Organizing Seminars, workshops.
- Faculty attended seminars and workshop
- Remedial classes, student counselling and internal tests are being conducted on a routine basis.

6.3.3 Examination and Evaluation

- Session mid-semester examinations are held, and the progress is measured through continuous Internal Assessment which is based on examinations, classroom interaction, attendance etc.
- External Exam. are taken under the supervision of the University
- Guiding students to apply for photo copy of answer scripts, evaluation of received answer script, apply for revaluation and challenge evaluation through University.
- Evaluation and setting of exam papers of own as well as other university by our teachers.
- Teachers appointed as External examiners

6.3.4 Research and Development

- The academic development of the faculty is continuously facilitated through Faculty Development Programmes, workshops, seminars and sensitization programmes.
- Duty leaves are provided for the same.
- For developing professionalism in academics, faculty is encouraged to take up minor/major research projects.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- A well-equipped, fully air-conditioned library houses a wide range of books, journals, E-journals with access to INFLIBNET.
- A new Science block with a BCA lab with Wi-Fi facility is under furnishing stage.
- Outdoor stadium is under construction under the CSR scheme

6.3.6 Human Resource Management

- The Principal of the Institution defines work to maximize the productivity of an organization by optimizing the effectiveness of its employees.

6.3.7 Faculty and Staff recruitment

- Well qualified Faculty and staff recruited on the recommendation of JPSC.
- Roaster System followed during Faculty and Staff recruitment.

6.3.8 Industry Interaction / Collaboration – N/A

N. A.

6.3.9 Admission of Students

- Admission of student's are made as per norms of Jharkhand government.
- Roaster System followed during student's admission



6.4 Welfare schemes for

Teaching	PF, Gratuity, GLIC, Loan Facility from PF
Non teaching	Loan facility, G LIC, PF, Gratuity
Students	Scholarship from welfare department

6.5 Total corpus fund generated

Nil

6.6 Whether annual financial audit has been done

Yes

☐

No

☒

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	-	No	-
Administrative	No	-	No	-

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes

Yes

☒

No

☐

For PG Programmes

Yes

☐

No

☐

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

- University organized workshops for Principals, to train them about the reforms in examination like grey areas in filling OMR.
- Scanning of answer scripts
- Examination controller appointed by the University in addition flying squad to keep the daily account of question papers, answer scripts, additional sheets, and recording of any irregularities including malpractice cases
- Initiatives for on time Evaluation and timely declaration of results

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

University aware and motivate the institution that it must involve in developing their autonomy at every stage and in every area of learning

6.11 Activities and support from the Alumni Association - NA

6.12 Activities and support from the Parent – Teacher Association

- PTM – conducted every year

6.13 Development programmes for support staff

- Communication class
- Computer Literacy programme

6.14 Initiatives taken by the institution to make the campus eco-friendly

- Rain harvesting system
- Solar panels on the hostel roof are used as green energy
- Plastic Free Zone Campaign
- Green and Clean campus
- Tree plantation to mark the special occasions

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Students spread awareness on digital transactions, among public
- Department of CND released an annual magazine NUTRICA
- New Science building is under furnishing stage
- Plantation of trees on special occasions such as Environment Day, under NSS
- Students Induction programme at the beginning of session
- Welcome of incoming students and farewell to outgoing students
- Farewell to retiring and PG going faculties
- Smooth conduction of external exams
- Implementing Skill Development programme under Government scheme for students
 - PROJECT EXCEL
 - Employability excellence with college education and learning

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- Classes for BCA and Fashion Designing started on time
- Health camps were organised for local community people by CND and DMLT.
- Environmental awareness's were created to the local community by NSS.
- Organised seminar effectively
- Academic calendar followed
- Time table is followed and internal evaluation is done on time
- Maintained clean and green campus
- Visits organised by various departments
- FDP's were attended by teachers

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

- Facilities enriched for sports and games.
- Facilities for achieving educational goal.

****Provide the details in annexure (annexure need to be numbered as i, ii, iii***

7.4 Contribution to environmental awareness / protection

- Rain water Harvesting
- Solar light
- Usage of LED bulbs
- Trees are planted every -year inside or outside the campus.
- Environment and Public Health, Environmental study are introduced as a paper in the curriculum.
- Variety of awareness programmes on nature, pollution-control and health and hygiene are conducted by NSS & CND department.
- Excursion to study the Environment of Parasnath Plateau, Tellaiya Dam and Surajkund

7.5 Whether environmental audit was conducted?

Yes

☐

No

☒

7.6 Any other relevant information the institution wishes to add. (For example SWOT Analysis)

STRENGTH:

- NAAC Accredited B⁺⁺ grade in first cycle with CGPA 2.81
- Green Clean and Healthy Campus
- Experienced, dedicated and committed faculty
- Quality education
- Student centric learning
- Equal opportunity to all
- Sports achievement
- Scholarships and financial aids are given to SC/ ST/OBC/MM by welfare department
- Optimum utilisation of infrastructural facilities
- College website
- Hostel facility for students

WEAKNESS:

- Student Teacher ratio is high
- Still lack of developed infrastructure
- Campus constraints for expansion of the campus
- No campus placement
- Limited no. of vocational courses offered

OPPORTUNITIES:

- Excellent Academic environment
- Active alumni participation
- Add on and value based courses
- Skill based learning to be introduced
- Placements

THREATS:

- Satisfied and complacent students
- Insular attitudes

8. Plans of institution for next year

- BCS course will be started from next academic session
- Proposal for Bachelor in Medical Lab Technology approved and to be started from next academic session
- Proposal for PG Diploma in Hotel Management is sent for approval
- Proposal for six month certificate course in TALLY is sent for approval
- Monitoring of timely completion of outdoor stadium construction under CSR scheme
- Publish Newsletter
- Timely furnishing of new Science block
- To organise seminars, workshops and conferences
- To organise IQAC/ RUSA or other seminar
- To explore possibilities for active collaboration
- Use and promote eco-friendly measures
- Implementation of existing awareness programmes on environmental issues
- Interactive feedback, analysis and monitoring
- Offering specific and targeted training to students, teachers and non-teaching staff

Name Dr. Mamta Sinha

Name Dr. Rekha Rani

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test

TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

ANNEXURE i

ACADEMIC CALENDAR 2017-18

DATES	EVENTS
03-07-2017 to 07-07-2017	Mid Term I for Sem II and Sem IV
20-07-2017	Induction Meet Sem I
01-08-2017 to 04-08-2017	Mid Term II for Sem II and Sem IV
15-08-17	Independence Day
17-08-17	Tulsi Jayanti by Hindi department
04-09-17 to 06-09-17	Nutrition week by CND Department
10-09-17	Visit to Sudha Dairy
14-09-17	Literary events by Hindi Department
20-09-17 to 23-09-17	Mid Term I Sem I
25-09-17 to 28-10-16-7	Durga Puja Vacation
20-11-17 to 23-11-17	Mid Term II for Sem I
01-12-17	AIDS Day by CND Department
22-12-17	Mathematics Day by Math's Department
25-12-17 to 30-12-17	Winter Vacation
20-12-17 to 07-01-18	Job training at Medanta hospital, IRBA Ranchi
22-01-18	Saraswati Puja by students
26-01-18	Republic Day
28-02-18	Science Day celebration
08-03-18	Women's Day (NSS)
18-04-18	Nutritional survey by CND Department
23-04-18	English Language Day (English Depart.)

10-05-18 to 31-05-18	Job training at NSHM Durgapur
	Educational tour of Geography Depart.
	Educational tour of Commerce Depart.
21-05-18 To 24-06-18	Summer vacation
21-06-18	International Yoga Day (NSS)

ANNEXURE ii

7.3. BEST PRACTICES

7.3.1. BEST PRACTICE -I

1. Title of practice:

Enriched Facilities for sports and games

2. Objectives:

- Participation of students for development of physical and mental fitness and humanity in general.
- To offer opportunities to students to engage in both recreational and competitive sports within the campus and outside campus.
- To identify and nurture student with talents related to sports.
- To provide opportunity for qualified student to take part in Inter college level, Inter University level, Inter State Level and National level competitions and events.
- To enable students to opt sports as a career.

3. The context:

The college gives much importance to sports in education and provides excellent facilities for various sports and games like kabaddi, kho-kho, Athletics, Archery, Badminton, Volleyball, rifle shooting, Cross Country race, Football & Cricket. Students are encouraged and motivated to participate in various games and sports. For safety and physical fitness students are also encouraged to participate in Zudo and Karate. Training for this is given by proper trainer in morning hours in college campus.

4. Sports facilities:

The campus has the following facilities for both recreational and competitive use by the students:

- Large playground which caters to the sports activities of the college. The power grid India has taken up this ground to develop it as outdoor stadium.

- There is one indoor stadium with all facilities.
- There is one basketball court and one volleyball court.
- Facilities for indoor games like carom, chess, badminton, table tennis.
- A Gymnasium with all necessary facilities.
- The college provides sport uniforms and shoes to students athletes and sports team to represent the campus in and off campus competitions.
- The college provides all types of kits to the students for training purposes and competition all round the year.
- Outdoor stadium is under construction under the CSR scheme.

5. Sports programmes offered:

The sports programmes offered by the college are –

- Archery
- Badminton
- Volley ball
- Basketball
- Cricket
- Cross country race
- Kho-kho
- Kabaddi
- Athletics

6. Training for sports programmes:

- Mr. Aroop Bhattacharya, PTI gives regular training to the students for various sports programmes.
- We also take the help of private trainer time to time.

7. Sports Scholarship:

The college gives full support to its players to get district level sports scholarship from the District welfare department. The college also give full free ship to all its players.

8. Relaxation in admission:

Players with good performance are given relaxation in cut off mark percentage for admission in bachelor course.

9. Evidence of Success:

The evidence of success is the outstanding performance of the students in various sports programmes is as follows –

PERFORMANCE OF STUDENTS IN SPORTS 2017-18

EVENT	NO OF PARTICIPANTS	DATE/ DURATION	PLACE	LEVEL OF PARTICIPATION	POSITION
VBU Cross Country Race	08	05-07-17 to 06-07-2017	J.J. College, Jhumri Tellaiya	Inter College	Winner
VBU Inter College Volleyball	12	21-08-17 to 22-08-17	S.S.L.N.T. Dhanbad	Inter college	----
Inter College, Football tournament	15	10-10-17 to 11-10-17	V. B. University, Hazaribag	Inter College	Winner
V.B.U, Inter college, Kho-Kho	12	14-11-17	Jubilee College, Bhurkunda	Inter College	Winner
Inter College Athletic Meet	14	20-11-17 to 22-11-17	V. B. University Hazaribag	Inter College	Winner

Name of students with outstanding performance

S.N	NAME	EVENT	PLACE	TITLE	LEVEL OF PERFORMANCE
01	Shahnaz Perween	Cross Country 3000 m Running	Haryana	Gold	National level
02	Fulmani Ekka	Kho-Kho	Purvaanchal (U.P.)	Gold	National Level
03	Geeta Bhogta	Kho-Kho	Purvaanchal (U.P.)	Best player Gold	National level

04	Jyoti Toppo	Kho-Kho	Purvaanchal (U.P.)	Gold	National level
05	Chandra Mani	Kho-Kho	Purvaanchal (U.P.)	Gold	National level
06	Dolly Toppo	Cross country race Running 5000 m	Kolkata	Participated Gold	National level State level
07	Kavita Kumari	Running 100m	Kolkata	Gold	State level
08	Sangeeta	Running	Kolkata	Gold	State level
09	Pratima	Running		Participated	National level
10	Lilawati Kumari	Running 100 m Hurdle race	Kolkata	Silver	State level
11	Gureti bag	Football		Participated	National level

10. Problems encountered and Resources required:

There is only one PTI to train student for various games. The college requires more trainers for different games.

BEST PRACTICE – II

1. Title of practice:

Facilities for achieving educational goal

2. Objectives:

- ❖ To provide facilities to the students in achieving their educational goal.
- ❖ To provide financial assistance and educational support to students from disadvantaged community, minority community and economically weaker section of the society.
- ❖ It is a policy of the State Government, which is practiced by the college with highest priority.

3. The Context:

The college is the single Women's College in the North Chhottanagpur region, which caters to the demands of providing higher education to girl students coming from nearby rural areas. Most of the students coming from an agricultural family background, disadvantaged community, minority community and economically weaker section of the society seek higher education in this college.

4. The Practice:

Some reflections of the strategies adapted to which access to higher education to a wide range of students coming from rural community disadvantaged community, minority community and economically weaker section of the society are mentioned below.

❖ Relaxation in fee:

All the girls enrolled in the college are exempted from tuition fee as per the government policy prevalent in the state of Jharkhand. Miscellaneous fees (Admission, Development, Library, Building, Registration etc.) which are deposited by the students of ST, SC, OBC (Excluding Creamy Layer) in the college are fully refundable by District Welfare Department in the Bank A/c of the students.

❖ Reservation of seats for admission of SC/ST/OBC students:

During admission the SC/ST/OBC students get reservation of 10%, 26% and 14% respectively of the total seats available in the course. Physically disabled students are given due consideration in the admission process which is 3% as per policy of the Jharkhand Government.

No. of students enrolled	SC	ST	OBC	MM
2017-18	549	230	2297	887

❖ Relaxation of cut off marks percentages in admission for SC/ST/ students:

The college provides relaxation in the cut-off marks percentages at +2 stage for SC/ST students for admission in bachelor courses to be studied against their reserved seats.

❖ Provision of hostel for SC and ST student:

There are separate Hostel for SC and ST students in the college campus each with an intake capacity of 50+100 students.

❖ **Scholarships:**

Welfare and Government scholarships are given to SC, ST, OBC and minority students. The college administration is very prompt and gives special support so that these students could get scholarship in time.

❖ **Evidence of success:**

Evidences of success of this practice are:

No. of Scholarship given to students in 2017-18

SC	ST	OBC	MM
313	110	1992	802

The scholarship amount is deposited directly in the students account by District Welfare department from the year 2013-14

Scholarship amount disbursed

Scholarship	2017-18	Amount
Dr. Manju Das Merit cum poverty scholarship for Eco. Hons Deptt.	Mamta Kumari	6000/-

5. Problems encountered and resources required.

There is a tendency to choose a combination of History, Sociology and Hindi among large no. of students, resulting in crowd of students in these Subjects which some time becomes unmanageable. To fulfil the resources required for this practices Ad-hoc teachers have been appointed.



UTILIZATION CERTIFICATE

Ref No. Cert./HZB/2017-18/013

Name of the College : KB WOMEN'S COLLEGE,

Scheme: Internal Quality Assurance Cells (IQAC) during XII Plan.

HAZARIBAGH, JHARKHAND - 825301

This is to certify that ₹ 3,00,000.00 Grant-in-Aid sanctioned vide letter no. IQAC-J-081/13-14, during the financial year 2013-2014 in favor of **KB WOMEN'S COLLEGE**, AT – DIST : HAZARIBAGH - 825301, JHARKHAND, by **The Accounts Officer**, Eastern Regional Office, **University Grant Commission, Kolkata** for Establishment and monotorin.

The grant sanctioned to the above organization is utilized to the extent of ₹ 2,05,295.00 in accordance with the terms and conditions mentioned in the letter dated 19.03.2014 and for the purpose for which the it was sanctioned. The unutilized amount of ₹ 94,705.00 is held with the college. Details as foillows :

Sl. No.	Particulars	Amount (₹)
1.	Grant-in-aid Received from University Grants Commission, Kolkata Head of Account: 4 (xvi)	3,00,000.00
	Less : Fund Utilized	₹0,280.00
	Office Equipment	60,000.00
	Honorarium to the Coordinator, IQAC	
	Hiring Services for Secretarial & Technical Services	39,820.00
	ICTs Communication expenses	45,195.00
	Contingencies	
	Unutilized Amount	94,705

It is further certified that we have satisfied our self that the conditions on which the Grant-in-Aid was sanctioned have been duly fulfilled and we have examined the records to verify that the money was actually utilized for the purpose for which it was sanctioned.

Place : Hazaribag
Date : 14.02.2018



For V. VERMA & CO.
Chartered Accountants

V. Verma
CA. Vikash K. Verma
Partner
M.No. 411109
F.R.No. 015174C

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