



# **SELF STUDY REPORT**

**FOR**

**1<sup>st</sup> CYCLE OF ACCREDITATION**

**S.S.J.S.N.COLLEGE,GARHWA**

**BAGHMANWA, NH-75 GARHWA 822114 JHARKHAND  
822114**

**[www.ssjsn.co.in](http://www.ssjsn.co.in)**

**Submitted To**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**June 2020**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

S.S.J.S.N. College is pioneer college in the district of Garhwa. The college was established in the year 1974 by Shri Inder Singh Namdhari a well known politician and scholar in the state of Jharkhand as well as in neighbouring states like Bihar, Chhatisgarh. The college has been named after the name of religious Guru of Namdhari sect Sri Sad Guru Jagjeet Singh Namdhari. Before the establishment of this institution there was no institution at Garhwa to provide post school teaching, Hence it sparked the dream of the students of Garhwa with respect of attainment of higher education. This is the reason that the institution is a landmark in the field of higher education in the district of Garhwa.

The college was granted affiliation at intermediate level and gradually at degree level by the Govt. of Bihar on the recommendation of Ranchi University, Ranchi. It was due to sincere effort made by the management of the college as well as due to the sincerity of the staffs of the college that it paved the way towards continuous progress. Gradually teaching in the faculty of science and commerce was aided to provide bigger purview of higher education to the needy students of the area.

In the year 1987 the college was upgraded to the status of constituent College under Ranchi university Ranchi but after the split in Ranchi university it came under the Jurisdiction of Nilamber-Pitamber University, Medininagar in the year 2009.

On the way towards progress vocational courses such B.Sc CAPP, B.Sc. IT, BBA and aided to provide skill and employability to the students Later on PG Teaching in seven subjects such as Mathematics, Commerce, Hindi, Psychology, Geography, History, and Economics was started.

### Presently College offer:-

1. PG Teaching in subjects like Mathematics, Commerce, Psychology, Geography, History, Economics and Hindi
2. B.A Gen and Hons. in subject like Mathematics, English, Hindi, Sanskrit, Economics, Hindi, History, Geography, Psychology, Sociology and Urdu.
3. B.sc Gen and Hons. in subjects like Mathematics, Physics, Chemistry, Zoology, Botany and Geology
4. Vocational subjects like B.Sc CAPP, B.Sc IT & BBA

### Vision

S.S.J.S.N. College has been a pioneer institution in the district of Garhwa since its inception about five decades ago. Since then it has been serving the poor students of with Sincerity.

Hence we strive to improve the quality of education through various means so that the students enrolled in the college may get best possible facilities to empower themselves. The process of globalization has created the age of competition. In the light the fact we strive to develop professional temperament and skills among the student. Many of the students enrolled in the college are women. To give special focus on them to pave the way for their empowerment has been the thrust of the college Cutting of trees, lowering of water table, pollution of water

bodies are some burning we strive to inculcate the sense among the students to be respectful towards nature and to end we their participation towards national developmental good as well as towards sustainability of Economic development.

## **Mission**

The mission of the college is to dedicate itself toward imparting quality education to the student with the help of well qualified and dedicated faculty members having good deal of teaching experiences. Sharing our knowledge with the students in a simple manner, quite understandable for them with a purpose to make them well deserving graduates and post graduate is the mission of the institution. We strive to apply new technology in practical and theory class rooms to upgrade the quality of teaching for making students able to survive in the age of stiff competition in every field. We strive to

1. Build good character among students so that they may serve the society in various fields.
2. Create awareness towards protection of environment to prevent it from further degradation.
3. Make student aware to create self employment opportunities in the light and the fact, that jobs are very meagre at govt. levels
4. Make students aware of various social issues like socio economic inequality, people participation and resource mobilisation.
5. Design academic environment in campus to develop skill among the students to make them aware active and enthusiastic member of the society.

## **1.2 Strength, Weakness, Opportunity and Challenges(SWOC)**

### **Institutional Strength**

Uniform opportunities provided for study to the student in this co-educational institution.

1. Maximum utilization of the resources for the sake of students.
2. Well supportive staff with harmonious relation between each segment of administration staff students and parents.
3. Highly qualified and well experienced dedicated faculty.
4. Special facility in admission and scholarship for SC, ST, OBC, Minority and girls students.
5. Pure environment surrounded by lush green trees and open space.
6. Extra ordinary sports personnel and NCC Cadets

### **Institutional Weakness**

Lack of classroom and yet to fully develop lab facilities.

1. Many posts of teaching and Non-Teaching staff are vacant which hinders the routine academic work.
2. Fund required to develop more infrastructure.
3. In spite of the co-operation of the institution, few economically weak students are unable to continue their higher education resulting in increase in drop out cases.

### **Institutional Opportunity**

1. Advantage of a seat of higher education providing co-education in a poverty ridden backward area.
2. Privilege of having Science, Arts and Commerce section along with branches of Vocational Study.
3. Situated at the junction of four states (Jharkhand, Bihar, U.P. and Chhattisgarh) gives an opportunity to interact with peoples of different states.
4. The pollution free pure environment and natural surrounding provide an ideal academic atmosphere.

### **Institutional Challenge**

1. To compete with other institution having more advance infrastructure.
2. To sustain quality alongwith access.
3. To provide more facilities for research oriented programs.
4. To cope with modern digital technology.

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

Curricular aspect of the courses of the college is formulated and governed by Nilamber -Pitamber University Medininagar. The courses are regularly upgraded by the university to make at effective to the changing needs.

Choice Based credit system has already been introduced at PG and UG level in different faculties to make the curriculum flex able to the changing environments As per the guide like imparted by the UGC the curriculum is designed in a manner that it may stand at par with the curriculum of the other universities.

The college organizes lectures of eminent academic and administrative persons for self development and professional skill enhancement among the students.

### **Teaching-learning and Evaluation**

The College strive to provide an appropriate learning environment in the campus. The Qualified and experienced teachers interact with the students in a Cooperative way and provide them the Knowledge as per their needs. Students are made familiar with the Syllabus and mode of internal assessment as well as with the facilities available in the college to enrich their Knowledge.

Students are Suggested to think Critically and to be innovative and creative so that they may cope with the changing needs of higher Education. They are also guided by the teachers to tackle work assignment, Projects and other task assigned to them.

The assessment and evaluation process is transparent. Periodically the internal evaluation is done. The grievance redressal committee is constituted which works to provide quick redressal to the students if they have any grievance with regard to internal assessment and evaluation.

The Library of the College is well equipped with books and journals to facilitate the Students to enhance their knowledge.

### **Research, Innovations and Extension**

Ph.D. course does not run in the college but to meet the the need of innovation in an academic field special lectures are organized. Faculty members also encourage the students to be innovative at the time of making projects assigned to them.

With regard to extension activities the NSS works for community development. It adopts one village from the locality in which it organizes awareness programs to inculcate the sense among the residents about importance of gender equality, education of children and protection of environment.

### **Infrastructure and Learning Resources**

Infrastructural development sub committee has been constituted in the college under the chairmanship of the principal which takes care of the development of infrastructure to keep pace with changing needs due to increasing number of students.

Infrastructural facilities are regularly upgraded. HRD Govt. of Jharkhand releases fund for the construction of building. The construction of building is done under the supervision of building construction department , Govt. of Jharkhand. From the grant received from HRD other facilities such as up gradation of laboratories, purchase of books etc. are done. We also receive fund

To upgrade computer lab and library time to time according to changing needs.

### **Student Support and Progression**

Teachers interact with the students in a friendly manner with an aim to provide psychological and professional support to the Students. Students Perform. In different Curriculum activities by support and guidance provided by faculty and other members of the College. Teachers are also committed to guide the students regarding their future prospect and motivate them to choose right path to build their career. Career Counseling is organized which helps the Students in finding Suitable Career. Periodically elections are held to form Students union which works in partnership with teachers to build a good academic environment in campus for the benefit of the Students Scholarship is granted to those who are in financial Crunch. Poor Boys fund is create to provide financial assistance to the students. Students perform in different extra curriculum activities.

### **Governance, Leadership and Management**

There has been an open and interactive environment in the college which helps different committees to participate actively in decision makink and formulation policies for the fulfillment of the college mission. On this context staff council the college has vital role. Its meeting are held time to time, especially before

commencement of academic session .Members have freedom to share their views with regard to formulation of plan to run the college in the best possible way.

### **Institutional Values and Best Practices**

The college perform towards best institution values and practices. The college is committed to render social service. Hence we participate in any organization and programmes focusing up on social work sincerely. Plantation of tree in collaboration with forest department, cleaning of campus, organizing yoga camp are our some of the best practices.

Special lecture has recently been organized in the college in which the then deputy commissioner of Garhwa was the chief speaker and hon 'able VC of NPU was the chair person. The lecture focused upon the issue of women empowerment.

We also provide privilege to student who are differently able and also to those who are poor.

Our focus is on creation social harmony and gender equality.

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	S.S.J.S.N.COLLEGE,GARHWA
Address	Baghmanwa, NH-75 Garhwa 822114 Jharkhand
City	Garhwa
State	Jharkhand
Pin	822114
Website	<a href="http://www.ssjsn.co.in">www.ssjsn.co.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	Akhilanand Pandey	06561-8229015424	9431365021	06561-222383	mkp4garhwa@gmail.com
IQAC / CIQA coordinator	Manoj Kumar Pathak	06561-8789473372	8340154724	06561-222351	manoj4giants@gmail.com

Status of the Institution	
Institution Status	Constituent

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	01-01-1974

**University to which the college is affiliated/ or which governs the college (if it is a constituent college)**

State	University name	Document
Jharkhand	Nilamber-Pitamber University	<a href="#">View Document</a>

**Details of UGC recognition**

Under Section	Date	View Document
2f of UGC	06-06-1987	<a href="#">View Document</a>
12B of UGC	06-06-1987	<a href="#">View Document</a>

**Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)**

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

**Details of autonomy**

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
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**Recognitions**

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

**Location and Area of Campus**

Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Baghmanwa, NH-75 Garhwa 822114 Jharkhand	Rural	10.86	3930



## 2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BSc,I T	36	I.Sc.	English,Hindi	150	17
UG	BSc,C A P P	36	I.Sc.	English,Hindi	225	87
UG	BCom,B B A	36	I.Sc.	English,Hindi	150	34
UG	BA,Political Science	36	I.A.	English,Hindi	500	465
UG	BA,History	36	I.A.	English,Hindi	550	503
UG	BA,Sociology	36	I.A.	English,Hindi	400	358
UG	BA,Psychology	36	I.A.	English,Hindi	300	95
UG	BA,Geography	36	I.A.	English,Hindi	400	399
UG	BA,Economics	36	I.A.	English,Hindi	200	150
UG	BA,Anthropology	36	I.A.	English,Hindi	100	0
UG	BA,Urdu	36	I.A.	Hindi,Urdu	200	93
UG	BA,English	36	I.A.	English,Hindi	200	131
UG	BA,Hindi	36	I.A.	Hindi	500	498
UG	BA,Sanskrit	36	I.A.	Hindi,Sanskrit	100	22
UG	BCom,Commerce	36	I.A.	English,Hindi	500	134
UG	BSc,Botany	36	I.A.	English,Hindi	200	26

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UG	BSc,Zoology	36	I.A.	English,Hindi	200	101
UG	BSc,Geology	36	I.A.	English,Hindi	200	11
UG	BSc,Chemistry	36	I.A.	English,Hindi	200	36
UG	BSc,Physics	36	I.A.	English,Hindi	200	74
UG	BA,Mathematics	36	I.A.	English,Hindi	100	0
UG	BSc,Mathematics	36	I.A.	English,Hindi	300	142
UG	BA,Philosophy	36	I.A.	English,Hindi	100	14
UG	BA,Bachelor General	36	I.A.	English,Hindi	800	614
UG	BSc,Bachelor General	36	I.A.	English,Hindi	100	4
UG	BCom,Bachelor General	36	I.A.	English,Hindi	100	8
PG	Integrated(PG),Post Graduate Dept Of Mathematics	24	B.A.	English,Hindi	120	85
PG	Integrated(PG),Postgraduate Dept Of Commerce	24	B.A.	English,Hindi	240	205
PG	Integrated(PG),Postgraduate Dept Of Hindi	24	B.A.	English,Hindi	240	133
PG	Integrated(PG),Postgraduate Dept Of History	24	B.A.	English,Hindi	240	225

PG	Integrated(P G),Postgradu ate Dept Of Geography	24	B.A.	English,Hind i	120	119
PG	Integrated(P G),Postgradu ate Dept Of Psychology	24	B.A.	English,Hind i	120	68
PG	Integrated(P G),Postgradu ate Dept Of Economics	24	B.A.	English,Hind i	240	99

### Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				111			
Recruited	0	0	0	0	0	0	0	0	38	2	0	40
Yet to Recruit	0				0				71			
Sanctioned by the Management/Soci ety or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				141
Recruited	54	0	0	54
Yet to Recruit				87
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

### **Qualification Details of the Teaching Staff**

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	31	2	0	33
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	7	0	0	7

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	0	0	1
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	7	0	0	7

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

<b>Details of Visting/Guest Faculties</b>				
<b>Number of Visiting/Guest Faculty engaged with the college?</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
		0	0	0

**Provide the Following Details of Students Enrolled in the College During the Current Academic Year**

<b>Programme</b>		<b>From the State Where College is Located</b>	<b>From Other States of India</b>	<b>NRI Students</b>	<b>Foreign Students</b>	<b>Total</b>
UG	Male	2171	4	0	0	2175
	Female	1837	4	0	0	1841
	Others	0	0	0	0	0
PG	Male	344	1	0	0	345
	Female	588	1	0	0	589
	Others	0	0	0	0	0

<b>Provide the Following Details of Students admitted to the College During the last four Academic Years</b>					
<b>Programme</b>		<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>
SC	Male	463	352	320	336
	Female	259	239	222	277
	Others	0	0	0	0
ST	Male	176	128	84	96
	Female	151	119	97	160
	Others	0	0	0	0
OBC	Male	1029	1080	959	582
	Female	514	600	563	562
	Others	0	0	0	0
General	Male	341	233	158	356
	Female	289	258	210	329
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
<b>Total</b>		<b>3222</b>	<b>3009</b>	<b>2613</b>	<b>2698</b>

## Extended Profile

### 1 Program

#### 1.1

Number of courses offered by the Institution across all programs during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1404	652	514	514	402
File Description		Document		
Institutional data prescribed format		<a href="#">View Document</a>		

#### 1.2

Number of programs offered year-wise for last five years

2018-19	2017-18	2016-17	2015-16	2014-15
33	33	33	33	26

### 2 Students

#### 2.1

Number of students year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
2192	2700	2613	2935	2661
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

#### 2.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1735	1735	1735	1735	1735



File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 2.3

#### Number of outgoing / final year students year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
993	2041	2014	1236	1516

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 3 Teachers

### 3.1

#### Number of full time teachers year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
41	43	42	42	43

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 3.2

#### Number of sanctioned posts year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
111	111	111	111	111

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 4 Institution

### 4.1

#### Total number of classrooms and seminar halls

**Response: 12**

**4.2**

**Total Expenditure excluding salary year-wise during last five years ( INR in Lakhs)**

2018-19	2017-18	2016-17	2015-16	2014-15
18.31066	8.44838	25.54547	22.22014	21.87878

**4.3**

**Number of Computers**

**Response: 76**

NAAC

## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

**1.1.1 The Institution ensures effective curriculum delivery through a well planned and documented process**

**Response:**

**1. Curricular aspects:-**

Curricular aspect of the courses of the college is formulated and governed by Nilamber -Pitamber University Medininagar. The courses are regularly upgraded by the university to make it effective to the changing needs.

Choice Based credit system has already been introduced at PG and UG level in different faculties to make the curriculum flexible to the changing environments. As per the guide line imparted by the UGC the curriculum is designed in a manner that it may stand at par with the curriculum of the other universities.

The college organizes lectures of eminent academic and administrative persons for self development and professional skill enhancement among the students.

**1.1.2 The institution adheres to the academic calendar including for the conduct of CIE**

**Response:**

**1.1.2: The institution adheres to the academic calendar including for the conduct of CIE**

**1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years**

1. Academic council/BoS of Affiliating university
2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
4. Assessment /evaluation process of the affiliating University

**Response:** D. Any 1 of the above

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View Document</a>

## 1.2 Academic Flexibility

<b>1.2.1 Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</b>	
Response: 90.91	
<b>1.2.1.1 Number of Programmes in which CBCS / Elective course system implemented.</b>	
Response: 30	
File Description	Document
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

<b>1.2.2 Number of Add on /Certificate programs offered during the last five years</b>											
Response: 0											
<b>1.2.2.1 How many Add on /Certificate programs are added within the last 5 years.</b>											
<table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table>		2018-19	2017-18	2016-17	2015-16	2014-15	0	0	0	0	0
2018-19	2017-18	2016-17	2015-16	2014-15							
0	0	0	0	0							
File Description	Document										
List of Add on /Certificate programs	<a href="#">View Document</a>										

<b>1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years</b>	
Response: 0	
<b>1.2.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years</b>	

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View Document</a>

### 1.3 Curriculum Enrichment

#### 1.3.1 Institution integrates crosscutting issues relevant to Professional Ethics ,Gender, Human Values ,Environment and Sustainability into the Curriculum

##### Response:

S.S.J.S.N.COLLEGE has a strong lineage of mainstreaming socio-cultural issues in its curriculum and teaching pedagogy. The college has always focussed on issues of marginalized community groups and the inequalities and inequities existing in society. The transaction of various courses has a strong focus on Gender differentials in the socialization of children; and differentials in participation in the work force; marginalization faced by women in governance and policy-making, feminization of poverty as well as inequities of hunger, food security, environmental degradation and climate change. Planning and review of flagship development programmes of the government are an integral part of our core courses at the UG and PG level. The students are made aware of the concept of sustainability and to critique programmes and policies from the lens of sustainability. Special emphasis is laid on inculcating ethical practices among the students. The college has duly constituted Institutional Ethics Committee. The committee not only examines research proposals but also builds capacities of staff and students about its various dimensions.

The cross-cutting issues are also an intrinsic part of the students' co-curricular activities. Students are encouraged to develop healthy competition to inculcate practices of fair play and equity. These issues find a collective space in numerous co-curricular and cultural activities such as drama, theatre, declamations, street plays, art etc.

#### 1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 0

##### 1.3.2.1 Number of courses that include experiential learning through project work/field work/internship year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Programme / Curriculum/ Syllabus of the courses	<a href="#">View Document</a>
MoU's with relevant organizations for these courses, if any Average percentage of courses that include experiential learning through project work/field work/internship	<a href="#">View Document</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View Document</a>

### 1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

**Response:** 0

#### 1.3.3.1 Number of students undertaking project work/field work / internships

File Description	Document
List of programmes and number of students undertaking project work/field work/ /internships	<a href="#">View Document</a>

## 1.4 Feedback System

**1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni**

**Response:** E. None of the above

**1.4.2 Feedback process of the Institution may be classified as follows: Options:**

1. Feedback collected, analysed and action taken and feedback available on website
2. Feedback collected, analysed and action has been taken
3. Feedback collected and analysed
4. Feedback collected
5. Feedback not collected

**Response:** E. Feedback not collected

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average Enrolment percentage (Average of last five years)

**Response:** 63.96

##### 2.1.1.1 Number of students admitted year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
2698	2613	3009	3222	3489

##### 2.1.1.2 Number of sanctioned seats year wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
4700	4700	4700	4700	4700

#### File Description

#### Document

Institutional data in prescribed format

[View Document](#)

#### 2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy ) during the last five years ( exclusive of supernumerary seats)

**Response:** 100

##### 2.1.2.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1384	1309	1375	1455	1579

#### File Description

#### Document

Average percentage of seats filled against seats reserved

[View Document](#)

Any additional information

[View Document](#)

## 2.2 Catering to Student Diversity

### 2.2.1 The institution assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners

**Response:**

The college takes every measure possible to understand the needs and requirements of the students before the commencement of the program. Students are counselled at the time of admission and an Orientation program is organized in which students are familiarized with the course, mode of internal assessment as well as facilities available in college.

Teachers before beginning their courses informally get the pulse of the students in the class, their knowledge about the course and their comfort level with English as a medium of instruction. With the increase in number of students from Hindi medium schools, the medium of instruction is now bilingual.

Remedial classes for English are also organized for the benefit of students.

Every theory paper has a practical component and the first practical is used for understanding the basic knowledge level of the students. Teachers during class interaction identify student potential and then devise strategies to reduce the gap in knowledge and skills. Teachers are available in college premises as well as on email to clear doubts and counsel on a one to one basis. Students select mentors as per their need. Equal Opportunity Cell of the college monitors the academic progress of students with special needs. The entire teaching and non-teaching faculty are sensitive to the diversity of the certified disabilities. They are provided an appropriate learning environment with the support of peer learning and modification of teaching methods based on the needs of the students. Their academic needs are assessed, and each Department makes sure that they provide the required support to the student, be it technological or verbal, to ensure better learning. Practicals are modified as per the physical need of the student. Separate examination room is provided, and additional time is given to differently able students for the exam.

### 2.2.2 Student- Full time teacher ratio (Data for the latest completed academic year)

**Response:** 53:1

## 2.3 Teaching- Learning Process

### 2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

**Response:**

The teaching method used in the college has always been student centric method. The students are



encouraged to participial in Co-Curricular activities in the college. Educational trips are organized in various department. To promote the attitude of self study among Student project works are assigned to them. Discussion and debates are organized in the class – room to insure skill development among them.

External activates and training are organized to ensure experiential learning for students. Practical class are organized as a matter of routine work to make students able to apply their theoretical Knowledge in actual practical. Students are suggested to keep themselves engaged in various issues and challenged of the society.

This how leering methodology is student centric and it is designed in such a way that it may lead towards enhancement of theoretical, practical and problem solving knowledge.

### 2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

#### Response:

In S.S.J.S.N. College wi fie in the campus is under the process of being completed Hardware has already been installed but internet connection is awaited language lab has also been installed to make teaching effective installation of computer lab as well as smart class is under process Electronic white boards have been installed in all class – rooms for the effectiveness of the teaching. Some of teachers are well acquainted with the use of the technology.

As the maximum number of students enrolled in the college belongs to remote rural areas, they are not much efficient to use the new technology yet are committed to continue to process for making the students able and skilled to cope with the changed scenario of Learning.

File Description	Document
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View Document</a>

### 2.3.3 Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )

Response: 51:1

#### 2.3.3.1 Number of mentors

Response: 42

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	<a href="#">View Document</a>
mentor/mentee ratio	<a href="#">View Document</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

### 2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

**Response:** 38.02

File Description	Document
Year wise full time teachers and sanctioned posts for 5years(Data Template)	<a href="#">View Document</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View Document</a>

### 2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

**Response:** 74.41

#### 2.4.2.1 Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
30	31	31	33	32

File Description	Document
List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. and number of full time teachers for 5 years (Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 2.4.3 Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)

<b>Response:</b> 38.46	
<b>2.4.3.1 Total experience of full-time teachers</b>	
Response: 1578	
<b>File Description</b>	<b>Document</b>
List of Teachers including their PAN, designation, dept and experience details(Data Template)	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

<p><b>2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode</b></p> <p><b>Response:</b></p> <p>The college prospectus is designed to ensure creation of awareness among students of evaluation process. In the beginning of session one and two orientation classes are organized to make the students known to evaluation process. Mode of continuous assessment is chare by the faculty member of each department.</p> <p>Dates of internal test are announced on the notice board of the college at least one week before the commencement of test likewise notice with regard to submission of assignment is also served to the student. If the students are not satisfied with the evaluation, evaluation Answer books are shown to them to elimination system students are asked to sign on the internal assessment sheet.</p> <p>Every department working in the college is committed to bring improvement in the student through proper interaction with them. Hence student are also assessed by the teachers on the basis of their performance in the class room.</p>
---

<p><b>2.5.2 Mechanism to deal with internal/external examination related grievances is transparent, time-bound and efficient</b></p> <p><b>Response:</b></p> <p>The college follows internal evaluation system as prescribed by Nilamber-Pitamber University, Medininagar Since the implementation of CBCS, the evaluation process has changed. In UG internal assessment is for 25% of marks, that is, 25 marks in a 100 marks paper, which is split into 20 marks for written test and 5 marks for attendance. Hons. Subject with PracticalPaper internal evaluation is done to covers 15 marks in each paper the rest 85 marks is divided into two parts that is, 25 marks for practical and 60 marks for theory which is conducted at the and f semester by the university, for P.G classes internal assessment is of 30 marks and 70 marks for end sem. Examination.</p> <p>The Continuous evaluation system has contributed a lot towards the development of the students. To fulfill the objective of learning the details of continuous internal assessment are worked out by each department. Those student who miss to submit the assignment due to ill health get another opportunity by the departments.</p>
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## 2.6 Student Performance and Learning Outcomes

### 2.6.1 Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

#### Response:

The College website, prospectus as well as the Annual Report states the mission and objectives of all the departments of the college. These documents also highlight the achievements of the students and lists the kind of jobs that students get after completion of the different programs. In the Orientation program for the first year undergraduate and postgraduate students, the broad program objective of Home Science is explained. Program-specific outcomes of all the departments are highlighted through career options open to students after completion of the programs and the achievements of the alumnae. Alumnae of various departments are invited to interact with both the students and teachers during the Orientation program and at other events and meetings. They share how the different courses shaped their careers and thus help students appreciate the program. This is also an opportunity for the faculty to take feedback on the courses that need to be improved and the components which will make them more relevant.

For each course offered by the college, a unique set of learning outcomes have been defined. These are linked to the broad program outcomes. Following effective pedagogic strategies, the faculty articulates the learning objectives and expected outcomes for each course at the beginning of the session as well as before each unit in the syllabus. This helps the students appreciate the topic being covered in class as they see the relevance. The syllabus depicting the learning objectives is readily available for students and teachers on college / N.P.U. website (ssjsn.co.in / npu.ac.in)

### 2.6.2 Attainment of programme outcomes and course outcomes are evaluated by the institution.

#### Response:

Every year examination results display exemplary performance of S.S.J.N. College students who largely occupy the top merit positions in the To track program outcomes, the departments maintain an alumna database, regularly updating information on their current employment and other endeavours.

Continuous assessment provides feedback on the efficacy of the teaching-learning process and learning outcomes of each course. This is in the form of assignments which are a part of the CIE as well as additional quizzes, tests and assignments which are periodically given to students.

As part of the course outcomes of the various papers taught to students during the Masters' program, there is substantial scope of evaluation of opportunities for skill building, enhancement of conceptual understanding, training in research methodology, and experiential and fieldwork learning. All students undertake summer- internship in organizations involved in development related activities, social service, schools, industries and hospitals. They are evaluated on this by the organization where they went for internship as well as a committee of teachers for their application of learning from across courses. Successful completion of courses like seminars and dissertation is also evaluated in a committee. Every student prepares a research design, carries out fieldwork and writes a dissertation or thesis that is evaluated

by external examiners.

### 2.6.3 Average pass percentage of Students during last five years

**Response:** 85.52

#### 2.6.3.1 Number of final year students who passed the university examination year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
993	2041	2014	1236	1516

#### 2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1434	2203	2549	1324	1624

File Description	Document
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View Document</a>
Paste link for the annual report	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

### 2.7.1 Online student satisfaction survey regarding teaching learning process

**Response:** 3.2

File Description	Document
Upload database of all currently enrolled students (Data Template)	<a href="#">View Document</a>

## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

**3.1.1 Grants received from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)**

**Response:** 0

**3.1.1.1 Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)**

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

**File Description**

**Document**

List of endowments / projects with details of grants

[View Document](#)

**3.1.2 Percentage of teachers recognized as research guides (latest completed academic year)**

**Response:** 4.88

**3.1.2.1 Number of teachers recognized as research guides**

**Response:** 03

**File Description**

**Document**

Institutional data in prescribed format

[View Document](#)

**3.1.3 Percentage of departments having Research projects funded by government and non government agencies during the last five years**

**Response:** 0

**3.1.3.1 Number of departments having Research projects funded by government and non-government agencies during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

**3.1.3.2 Number of departments offering academic programmes**

2018-19	2017-18	2016-17	2015-16	2014-15
23	23	23	23	23

**File Description****Document**

List of research projects and funding details

[View Document](#)**3.2 Innovation Ecosystem****3.2.1 Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge****Response:**

Students enrolled in the college especially those who are pursuing PG programs are encouraged for research work as per curriculum prescribed by the University they do research and dissertation on relevant problems facing the society some of topics on which they perform research are - causes of dropout of students in school, evils of dowry system, conditions of female workers in construction site, consumers awareness, child marriage, Sustainability of development, food security etc. The research on the above said topics are promoted with a purpose to give focus on better understanding and well-being of the individuals and community.

**3.2.2 Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the last five years****Response:** 6**3.2.2.1 Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year-wise during last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
02	03	0	0	0

**File Description****Document**

List of workshops/seminars during last 5 years

[View Document](#)

### 3.3 Research Publications and Awards

#### 3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years

Response: 3

##### 3.3.1.1 How many Ph.Ds registered per eligible teacher within last five years

Response: 03

##### 3.3.1.2 Number of teachers recognized as guides during the last five years

Response: 02

#### File Description

List of PhD scholars and their details like name of the guide , title of thesis, year of award etc

#### Document

[View Document](#)

#### 3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years

Response: 0.02

##### 3.3.2.1 Number of research papers in the Journals notified on UGC website during the last five years.

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

#### File Description

List of research papers by title, author, department, name and year of publication

#### Document

[View Document](#)

#### 3.3.3 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0.05

##### 3.3.3.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	02	0



File Description	Document
List books and chapters edited volumes/ books published	<a href="#">View Document</a>

### 3.4 Extension Activities

**3.4.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.**

**Response:**

Extension is an integral part of National Service Scheme and NCC , therefore, the college offers extension papers in all five areas of specialization. The college has earned a reputation for being an established institution of higher education with high regard for social responsibility.

The Cadets remain committed to engaged citizenship. Many have contributed and continue to work for social change in the field of education, empowerment of women and for inclusive society. National Service Scheme in extension through community empowerment and involvement, focusing on issues such as adult education, gender, public health, environment and other development programs.

The college faculty and students are involved in multifarious activities for promoting the idea of institute neighborhood community network. The extension activities are integral to UG and PG teaching at the college. Engagement of students in these activities is the first window to observe life closely at the grassroots. They become sensitive to the challenges of a developing society like ours and observe the inequities and the challenges they pose towards development potential of people.

Major Extension Activities at S.S.J.S.N. College:

- Eco Club
- NSS
- NCC
- Child Welfar
- Community Work
- Work on disability and elderly

**3.4.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years****Response:** 0**3.4.2.1 Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.**

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Number of awards for extension activities in last 5 year	<a href="#">View Document</a>

**3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., during the last five years ( including Government initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs)****Response:** 12**3.4.3.1 Number of extension and outreach Programmes conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
04	02	02	02	02

File Description	Document
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	<a href="#">View Document</a>

**3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years****Response:** 1.16**3.4.4.1 Total number of Students participating in extension activities conducted in collaboration**

**with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year-wise during last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Average percentage of students participating in extension activities with Govt or NGO etc	<a href="#">View Document</a>

### 3.5 Collaboration

**3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year**

**Response: 0**

**3.5.1.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year-wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship	<a href="#">View Document</a>

**3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years**

**Response: 0**

**3.5.2.1 Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

<b>File Description</b>	<b>Document</b>
e-Copies of the MoUs with institution/ industry/corporate houses	<a href="#">View Document</a>

NAAC

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

**4.1.1 The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.**

**Response:**

Infrastructural development sub committee has been constituted in the college under the chairmanship of the Principal which takes care of the development of infrastructure to keep pace with changing needs due to increasing number of students.

Infrastructure facilities are regularly upgrade. HRD Govt. of Jharkhand releases fund for the construction of building. The construction of building is done under the supervision of building construction department, Govt. of Jharkhand. From the grant received from HRD other facilities such as up gradation of laboratories, purchase of books etc. are done. We also receive fund to upgrade computer lab and library time to time according to changing to changing needs.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

**4.1.2 The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.**

**Response:**

College has a sports ground which is spacious enough to hold hand-ball, volley ball, badminton athletics events (Shot put, discus throw, javelin throw), yoga classes and NCC activities and parade. There is a sports room with adequate furniture for storage of sports equipment. The college also has a badminton court, basketball court and a tennis court in addition to indoor sports facilities like chess, carom, etc.

The college has teams for different sports. Students participate in various inter-college, Delhi state, national and inter-university competitions for tennis, volleyball, basketball, badminton, handball etc. They also participate in Inter College Athletic Meet and our College is Champion in Chancellor Trophy Wrestling Champion Ship Organized by NPU.

File Description	Document
Paste link for additional information	<a href="#">View Document</a>

**4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)**

**Response: 50**

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 06

File Description	Document
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View Document</a>

**4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)**

**Response: 66.31**

**4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

2018-19	2017-18	2016-17	2015-16	2014-15
9.5504	3.10277	18.2013	17.1505	20.61424

File Description	Document
Upload Details of budget allocation, excluding salary during the last five years (Data Template)	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource

**4.2.1 Library is automated using Integrated Library Management System (ILMS)**

**Response:**

**Library is automated using Integrated Library Management System (ILMS) is under process**

**4.2.2 The institution has subscription for the following e-resources**

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books

**5.Databases****6.Remote access to e-resources****Response:** E. None of the above

File Description	Document
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership , Remote access to library resources, Web interface etc (Data Template)	<a href="#">View Document</a>

**4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)****Response:** 94064.4**4.2.3.1 Annual expenditure of purchase of books/e-books and subscription to journals/e- journals year wise during last five years (INR in Lakhs)**

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	4.70322	0	0

File Description	Document
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the last five years (Data Template)	<a href="#">View Document</a>

**4.2.4 Percentage per day usage of library by teachers and students ( foot falls and login data for online access) during the last completed academic year****Response:** 100**4.2.4.1 Number of teachers and students using library per day over last one year****Response:** 22

File Description	Document
Details of library usage by teachers and students	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**4.3 IT Infrastructure**

**4.3.1 Institution frequently updates its IT facilities including Wi-Fi****Response:**

Wi-Fi facility does not exist in the college, Server has been installed but net connectivity has not been provided by the service provider .Hence the issue of updation does not arise.In the laboratory Of Vocational department software install which are updated time to time whenever it is needed.

**4.3.2 Student - Computer ratio (Data for the latest completed academic year)**

**Response:** 29:1

File Description	Document
Student – computer ratio	<a href="#">View Document</a>

**4.3.3 Bandwidth of internet connection in the Institution**

**Response:** E. < 05 MBPS

File Description	Document
Upload any additional Information	<a href="#">View Document</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View Document</a>

**4.4 Maintenance of Campus Infrastructure****4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)**

**Response:** 33.69

**4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years (INR in lakhs)**

2018-19	2017-18	2016-17	2015-16	2014-15
8.76026	5.34561	7.34417	5.06946	1.26454



File Description	Document
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View Document</a>

#### **4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.**

##### **Response:**

S.S.J.S.N college has developed a good system and has also formulated policy for the maintenance of physical and academic facilities.

For the maintenance of laboratory there is a team in each department which works under the supervision of H.O.D of the respective subject.

There has been library committee in the college which works to maintain library. Besides this, the person posted as librarian along with subordinate staff takes care of library to keep the library in order.

One teacher has been assigned with the duty to see to the sports activities as well as to the maintenance of playground and sports complex. Under him besides PTI there are other staff who works to maintain the above .

Teachers of vocational department especially those who are in IT Department are assigned with the responsibility to maintain computer installed in vocational department, computer class room, language lab. and in different sections of the office.

One swapper has been appointed to clean the class room. Rotationally peons of the college see to cleanliness and maintenance of class-rooms. Electrician and plumber are called upon time to time if any fault is found.

There is a beautiful garden in the college campus. One gardener and two other staffs bear the responsibility to maintain it. One committee consisting of one teacher from botany department and some other staffs has been constituted which is named as garden committee. It also looks into the maintenance of garden and its beautification.

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

**Response:** 18.5

##### 5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

#### File Description

Upload any additional information Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)

#### Document

[View Document](#)

#### 5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

**Response:** 0

##### 5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution / non- government agencies year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

#### File Description

Number of students benefited by scholarships and freeships institution / non- government agencies in last 5 years (Date Template)

#### Document

[View Document](#)

#### 5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

**Response:** D. 1 of the above

File Description	Document
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link to Institutional website	<a href="#">View Document</a>

#### 5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

**Response:** 0

##### 5.1.4.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Number of students benefitted by guidance for competitive examinations and career counselling during the last five years	<a href="#">View Document</a>

#### 5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

**Response:** D. 1 of the above

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View Document</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View Document</a>

## 5.2 Student Progression

<b>5.2.1 Average percentage of placement of outgoing students during the last five years</b>				
<b>Response: 0</b>				
<b>5.2.1.1 Number of outgoing students placed year - wise during the last five years.</b>				
2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0
File Description	Document			
Details of student placement during the last five years (Data Template)	<a href="#">View Document</a>			

<b>5.2.2 Average percentage of students progressing to higher education during the last five years</b>	
<b>Response: 0</b>	
<b>5.2.2.1 Number of outgoing student progression to higher education during last five years</b>	
File Description	Document
Details of student progression to higher education (Data Template)	<a href="#">View Document</a>

<b>5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)</b>	
<b>Response: 0</b>	
<b>5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government</b>	

**examinations, etc.)) year-wise during last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

**5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years (Data Template)	<a href="#">View Document</a>

**5.3 Student Participation and Activities****5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.****Response: 1****5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) year-wise during the last five years.**

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	01	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national/international level during the last five year	<a href="#">View Document</a>
e-copies of award letters and certificates	<a href="#">View Document</a>

### 5.3.2 Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities following duly established processes and norms (student council, students representation on various bodies)

#### Response:

Time to time elections are held to constitute students' union. The office bearers of the union actively participate in the different activities of the college. They also see to the issues relating to management and development of academic as well as physical infrastructure of the college.

Promising students from both genders are nominated to participate as members of the library committee, discipline committee and some other important committees. The valuable suggestions of the students are discussed in the meetings of the staff council at the time of formulating of policies to accelerate the pace towards betterment of academic environment in the college.

Student's participation in the seminar and other academic activities like workshop, skill development, etc has always been remarkably good

### 5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 9.6

#### 5.3.3.1 Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
1	05	8	0	1

File Description	Document
Report of the event	<a href="#">View Document</a>
Number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions (Data Template)	<a href="#">View Document</a>

## 5.4 Alumni Engagement

<p><b>5.4.1 There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services</b></p> <p><b>Response:</b></p> <p><b>There is no registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services.</b></p>	
<p><b>5.4.2 Alumni contribution during the last five years (INR in lakhs)</b></p> <p><b>Response: E. &lt;1 Lakhs</b></p>	
File Description	Document
Upload any additional information	<a href="#">View Document</a>

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

#### 6.1.1 The governance of the institution is reflective of and in tune with the vision and mission of the institution

**Response:**

The Vision and mission of the colleges to bring transparency in the management and governance of the college. For this we strive to ensure participation of teachers and students in the affairs relating to the above and in decision making different communities such as Library committee, Advisory committee, Building committee have been constituted which give advice to prepare our future plan and prospect on the advice of the committee we take services of the technical persons to prepare DPR as per our future plan.

IQAC is a functional unit in the college which also suggest for the all round development of the college. It is obligatory upon the college management to act according to the suggestion of the above statutory body.

#### 6.1.2 The effective leadership is visible in various institutional practices such as decentralization and participative management

**Response:**

S.S.J.S.N. College encourages a culture of participative management by involving staff members in a number of administrative roles. The college promotes a culture of participative management as all college operations are managed by committees constituted for academic and non-academic activities. Major committees comprise of teachers, and many include non-teaching staff and students as well. The college has created a decentralised structure for decision making where departmental committees interface their decisions with college committees of the staff council.

Various committees are constituted by the Staff Council for managing various functions of the college. The Staff Council is responsible for college time table, allocation of co-curricular work, purchases, organizing admission, looking after the welfare of students, preparing working guidelines for effective functioning of the college. Staff Council, led by the Principal chalks out the execution plans. Before the commencement of each academic session Staff Council Committees are formed under the guidance of the Principal, Staff Council Committees have freedom to formulate their plan and decide execution strategies.

### 6.2 Strategy Development and Deployment

#### 6.2.1 The institutional Strategic / Perspective plan is effectively deployed

**Response:**



In the college many academic policies are framed keeping in view the guideline provided by the University the policies are framed by staff council to enhance academic quality in college. These policies are implemented through various communities constituted in college.

Up gradation of different laboratories has been successfully implemented as per the strategic plan. For the purpose fund has been granted and released by HT & SD department government of Jharkhand.

### **6.2.2 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.**

#### **Response:**

S.S.J.S.N.College comes under the jurisdiction of Nilamber Pitamber University Medininagar. Hence its functions under the supervision of above named University. Principal of the college acts as the head of the institution coordinates all the activities of the college. Under him there is official setup consisting of different section such as General section, accounts section, examination section and admission section. There is a head assistant who sees to the functioning of general section, admission section. Account section is headed by accountant of the college. There are two Bursar who act to supervise the entire functioning of account section who are appointed by the University controller of the examination and deputy controller of the examination are nominated by the University on the basis of recommendation made by the principal they have act to supervise the functioning of the examination section. IQAC also functions in the college under the supervision of coordinator IQAC was nominated by the principal.

Principal is a Ex - officio chairman of staff council which functions through various committees to carry out different functions of the college. There are HODs of different department who ensure the appropriate functioning of their respective departments with the help of faculty members. As per the approved staffing pattern there librarian who sees the function of the library of the college. Physical training instructor (P.T.I) is also appointed to see to the sports activities of the college. Demonstrator and other technical staff are also appointed to discharge different duties.

At the bottom there are 4th grade employees who work as per duty assigned to them.

File Description	Document
Link to Organogram of the Institution webpage	<a href="#">View Document</a>

### **6.2.3 Implementation of e-governance in areas of operation**

- 1. Administration**
- 2. Finance and Accounts**
- 3. Student Admission and Support**
- 4. Examination**

**Response:** D. 1 of the above

<b>File Description</b>	<b>Document</b>
Screen shots of user interfaces	<a href="#">View Document</a>
Details of implementation of e-governance in areas of operation, Administration etc	<a href="#">View Document</a>

### 6.3 Faculty Empowerment Strategies

#### 6.3.1 The institution has effective welfare measures for teaching and non-teaching staff

**Response:**

As per the University norms the following facilities are available to all permanent teaching and non- teaching staff.

\*Faculty appointments prior to 2004 are eligible for pension benefits on retirement. Faculty after 2004 are covered under New Pension Scheme. GPF, gratuity and leave encashment are availed by retiring faculty as per University norms.

\*Leave to teaching and non-teaching staff are given as per the guidelines of the University.

\*Group Insurance facilities.

\*Creation of Welfare fund to provide financial assistance if needed

\*The college has provision for admissions of eligible wards of employees.

\*PF loans are sanctioned as per GOI rules.

#### 6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

**Response:** 0

##### 6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Details of teachers provided with financial support to attend conference, workshops etc during the last five years	<a href="#">View Document</a>

### 6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

**Response:** 20.6

#### 6.3.3.1 Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff	<a href="#">View Document</a>

### 6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course ).

**Response:** 0.95

#### 6.3.4.1 Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
01	0	0	0	01

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	<a href="#">View Document</a>
Details of teachers attending professional development programmes during the last five years	<a href="#">View Document</a>

### 6.3.5 Institutions Performance Appraisal System for teaching and non-teaching staff

#### Response:

The performance appraisal system of teaching staff is under the guidelines of University . All teachers fill a comprehensive Self Assessment Performa at the time of their promotion. The teachers maintain records of teaching, examination, college work, research and project to calculate API scores.

For non-teaching staff Annual Performance Assessment Report (APAR) is maintained for every employee. Every year individual employee and their reporting officers fills the APAR. At the time of promotion a chart is prepared which is displayed on the notice board depicting the marks scored by the employee annually on APAR which along with examination and interview are counted for promotion.

## 6.4 Financial Management and Resource Mobilization

### 6.4.1 Institution conducts internal and external financial audits regularly

#### Response:

The college conducts regular internal and external financial audits as per the requirement of University and UGC. Auditor **R.N. Kapoor** and company is the college internal auditor and submit a detailed quarterly report to the Director for planning and monitoring. An Annual statutory report is prepared by an external auditor. The college external auditor is Auditor **Rakesh Sharma** Associate. They prepare external audit report which is then sent regularly to UGC through University.

### 6.4.2 Funds / Grants received from non-government bodies, individuals, philanthropers during the last five years (not covered in Criterion III)

#### Response: 0

6.4.2.1 Total Grants received from non-government bodies, individuals, Philanthropers year wise during the last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the last five years	<a href="#">View Document</a>

### 6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

#### Response:

The institution is a constituent college. Hence we can't utilize fund according to our own strategy. We utilize the fund as per direction of the university content in allotment letter and also as per the resolutions of the purchase committee. On some major issues the meeting of staff council is held to direct the account section to use fund. Granted by the state government and the university. Other resources like land, water, etc. are used on optimum basis on the recommendation of building committee of the college. Approved to this effect is obtained from the university in the course.

## 6.5 Internal Quality Assurance System

### 6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

#### Response:

The IQAC of the college felt it necessary to upgrade laboratories. accordingly it is suggested the management of the college to ensure quality education. On the initiative of the IQAC the process of up gradation of laboratories has been initiated.

Likewise, The IQAC of the college felt it necessary to enrich the library. Hence, New books on different subjects as well as almirahs and furniture have been purchased.

Apart from the above various suggestions with respect of construction of Ramps, Plantation of trees, Gardening, Purchase of some items was given by IQAC initiatives have already been taken with effect to the above

### 6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities ( For first cycle - Incremental improvements made

**for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives )**

**Response:**

The IQAC has been functional in the college since 2018. Since then IQAC has suggested the institution with regard of teaching learning process to enhance the quality of teaching in the college. As per the suggestions made by IQAC seminar on different topics such as women empowerment sybercrime, Ablution of toboco etc. Have been conducted in the college during the last five years student participation in the seminar has brought important in this quality. One workshop to make a staffs of the college computer friendly was conducted in the year 2018.

various infrastructural development have been made to bring improvement incrementally in the quality of teaching as such language lab, Computer class rooms, have established in the college during the last five years.

**6.5.3 Quality assurance initiatives of the institution include:**

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
- 2.Collaborative quality intitatives with other institution(s)**
- 3.Participation in NIRF**
- 4.any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

**Response:** C. 2 of the above

<b>File Description</b>	<b>Document</b>
Upload details of Quality assurance initiatives of the institution	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Paste web link of Annual reports of Institution	<a href="#">View Document</a>

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

#### 7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.

**Response:**

The institution takes to bring gender equality. Through counseling girls are motivated to take part in all activities of the college so that they may feel themselves equal counter part of male students.

Lady teachers of the college are assigned with the duty to take care of any female related problem if it arise during college hours.

Dr. Neha Arora, IAS, the deputy commissioner of Garhwa was district was invited to speak on the topic women empowerment which was targeted to make female students feel themselves at par with their male counter part.

Shri vipul Shukla, IPS, the DIG of palamu division was invited to speak on cybercrime especially to focus female related issue such as how they became the soft target for the people engaged in the above criminal activities.

Time to time we take other initiatives also make a common platform for girls and boys both so that the idea of gender equality may remain alive in the campus.

File Description	Document
Link for specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="#">View Document</a>
Link for annual gender sensitization action plan	<a href="#">View Document</a>

#### 7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

- 1.Solar energy
- 2.Biogas plant
- 3.Wheeling to the Grid
- 4.Sensor-based energy conservation
- 5.Use of LED bulbs/ power efficient equipment

**Response:** E. None of the above



File Description	Document
Geotagged Photographs	<a href="#">View Document</a>

### 7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- Solid waste management
- Liquid waste management
- Biomedical waste management
- E-waste management
- Waste recycling system
- Hazardous chemicals and radioactive waste management

#### Response:

Pits have been dug to deposit dry leaves and garden waste to convert them into compost which is used as manure in the existing garden of the college. Other waste material such as paper plates ,ruined copies are also deposited in pits for their recycling into compost. Trees have been planted in more than one acre of land to facilitate and accelerate percolations of water to recharge water table. Rainwater harvesting is practiced in the college for the same purpose. Water discharge from toilets and washroom is drained into soak pit to maintain water table.

File Description	Document
Link for Geotagged photographs of the facilities	<a href="#">View Document</a>

### 7.1.4 Water conservation facilities available in the Institution:

- 1.Rain water harvesting
- 2.Borewell /Open well recharge
- 3.Construction of tanks and bunds
- 4.Waste water recycling
- 5.Maintenance of water bodies and distribution system in the campus

Response: D.1 of the above

File Description	Document
Geotagged photographs / videos of the facilities	<a href="#">View Document</a>

### 7.1.5 Green campus initiatives include:

- 1.Restricted entry of automobiles
- 2.Use of Bicycles/ Battery powered vehicles



3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

**Response:** Any 4 or All of the above

File Description	Document
Geotagged photos / videos of the facilities	<a href="#">View Document</a>

**7.1.6 Quality audits on environment and energy regularly undertaken by the Institution and any awards received for such green campus initiatives:**

1. Green audit
2. Energy audit
3. Environment audit
4. Clean and green campus recognitions / awards
5. Beyond the campus environmental promotion activities

**Response:** E. None of the above

**7.1.7 The Institution has disabled-friendly, barrier free environment**

1. Built environment with ramps/lifts for easy access to classrooms.
2. Disabled-friendly washrooms
3. Signage including tactile path, lights, display boards and signposts
4. Assistive technology and facilities for persons with disabilities ( Divyangjan) accessible website, screen-reading software, mechanized equipment
5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

**Response:** D.1 of the above

File Description	Document
Geotagged photographs / videos of the facilities	<a href="#">View Document</a>

**7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).**

**Response:**

The thrust and priority of the college is to accommodate different diversities in such a way that an inclusive environment might be created in the college campus. Various initiatives are taken by the institution to achieve the target of cultural and religious harmony. Students enrolled in the college belong to different communities and they practice different religions we teach the students to promote the idea of brotherhood this is the reason that there has never been tension on communal basis in the campus. At the

time of admission and also during classroom teaching students are treated with the idea of equality and therefore they are never discriminated against many students of the college are economically down trodden. Students get special care so that they may not feel. Humiliated due to their socio economic status.

**7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).**

**Response:**

Various steps are taken by the institution to inculcate values among the students to make them responsible citizen of India in accordance with the ideas reflected in the constitution of India.

On Republic Day and Independence Day programs are organized to develop among students a sense of Nationalism on the occasion of birth anniversary of father of nation. We organized various programs every year to inspire the students by his lifestyle based on the principle of '**Simple living and high thinking**'. Time to time seminars are organized to inculcate good habits among the students. Recently seminar was organized to create awareness against the use of tobacco likewise on seminar was organized in the department of political science on the topic '**Fundamental right and public awareness.**' Voters awareness programs are organized during the time of elections in the collaboration with district administration. Some of the student selected as volunteers to create awareness among inhabitants of their respective villages towards being fair, at the time of voting.

**7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.**

- 1. The Code of Conduct is displayed on the website**
- 2. There is a committee to monitor adherence to the Code of Conduct**
- 3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
- 4. Annual awareness programmes on Code of Conduct are organized**

**Response:** C. 2 of the above

<b>File Description</b>	<b>Document</b>
Details of the monitoring committee composition and minutes of the committee meeting number of programmes organized reports on the various programs etc in support of the claims	<a href="#">View Document</a>
Code of ethics policy document	<a href="#">View Document</a>

**7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).**

**Response:**

Every year, youth festival is celebrated on 12th January on the occasion of swami Viveka nand's birthday this is followed by celebration of republic day on 26th January every year on this occasion NCC cadets of the college participate in the district level Parade and generally win prizes.

On 8th march women's day is celebrated every year through participation is celebrated every year through participation of students in various activities like debate, essay, painting competition etc.

Likewise, on 21st june every year teachers and students gather in the college campus to perform yoga under supervision of trained person.

On 15th August Independence day is celebrated and enthusiastically it is followed by celebration NSS day 24th September and NCC day on 4th Sunday of November every year. On 2nd October every year Gandhi jayanti is celebrated students and teachers participated in cleaning of campus in the purview of Swakchhata Divas as announced by government of India. In the year 2019 Gandhi jayanti was celebrated with same special glamour to pay homage to Father of Nation on his 150th birth anniversary.

File Description	Document
Link for Annual report of the celebrations and commemorative events for the last five years	<a href="#">View Document</a>
Link for Geotagged photographs of some of the events	<a href="#">View Document</a>

**7.2 Best Practices****7.2.1 Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.****Response:**

One of the best notable practices of S.S.J.S.N. College has been extension and outreach. The philosophy of education is to provide best possible services to those who are deprived of education and health facilities. Hence, the institution believes in providing services in the field of health and education important items of social sector to the inhabitants of nearby villages. As per the curriculum PG students while doing survey for writing dissertation go to villages and educate the villagers with respect of some burning issues like dowry system, child marriage, fundamental rights and duties of the citizen of India and also on some other health related issues.

Task force has been created mainly consisting of NCC cadets and NSS volunteers. It works at the time of emergency. Cadets and volunteers are skilled in problem solving. Hence, they provide services to the society whenever there arises problems if they are called upon.

File Description	Document
Link for Best practices in the Institutional web site	<a href="#">View Document</a>

## 7.3 Institutional Distinctiveness

### 7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

#### Response:

This college is the only constituent college of the district ranging about 43949 square metre with a population of more than 15 Lakhs. This is unique institution of this region providing higher education to the students from every stratum of the society, many of them from underprivileged backgrounds. The average literacy of the district is just 60% and female literacy is merely 40%. These figures would have been even worse if this college had not been carrying the flame of higher education for more than three decades. The college proudly carries the responsibilities of not only educating the students from marginalized section but also improving the standard of living of their families through various means. One distinctive activity in this regard is the adoption of villages around for its educational as well as socio-economic upliftment.

One such village adopted last year is Chhatarpur Village in the Garhwa Tehsil having 700 households with a population of more than 3300 out of which 20% belongs to Scheduled Caste and Schedule Tribe. Average Sex Ratio and average literacy of this village is much lower than the state average. In the village, various extensional activities have been carried out by the volunteers of the NSS along with NSS coordinators and other staffs of the college. Health camp have been organized which not only benefitted the residents of Chhatarpur village but also the people of nearby villages such as Juti, Kalyanpur, Navadih etc. NSS volunteers have organized several different campaigns, rallies and street plays to aware the villagers about the importance of education with the special emphasis to educate the girl child. Women empowerment is the another major campaign carried out by the volunteers of the College in the adopted villages.

The regions surrounding the college has negligible industrial infrastructure and most of the people depends upon agriculture for livelihood. More than 50% of the workers are involved in marginal activity providing livelihood for less than 6 months. In this scenario, they are not adopting the best practices required for proper upbringing of the children in their families. It is a physiological fact that treatment and training provided to children up to 5 years of age play very significant role in building their personality and character for the whole spans of their life. Keeping in view the said fact NSS volunteers are sometimes accompanied by female faculties of the college who interact with the ladies of the village to convince and educate them about the quality of motherhood so that they may provide best possible care to the children to make them able to develop good personality in themselves. Intoxication is not a habit rather it is a disease. Many experts are of the view that, many people turn towards intoxication due to the hole created in their personality which is created if they are deprived of love and affection during their childhood. Any act resulting in child abuse is not permissible. In the light of this, villagers are suggested not to scold, beat and punish their ward.

We have also organized rally to create awareness against the use of tobacco and also the use of any such item that results in intoxication.

Students while doing survey for writing report in dissertation educate the villagers about some social issues like Dowry system, discrimination against female child, caste system and other such issues.

For the strengthening of Indian democracy a fair poll is very essential. Hence we organize programme to create awareness among villagers not to be influenced by factors such as Caste, Creed and Religion to avoid narrowness at the time of casting votes.

NCC cadets have organized cleanliness programs. The focus of the program was to create awareness against the use of polythene.

Some of the NSS and NCC cadets and volunteers participate to donate blood in Blood Donation Camps organized by Red Cross Society time to time.

Some of the students are skilled in problem solving hence they render their services at the time of any emergency.

While the polio was a serious health issue in the Country, NSS volunteers contribute to provide polio drops to children in the locality. They worked to this effect with the collaboration of Government Staff.

The Slogan of NSS is 'Not Me But You'. In the light of this NSS volunteers have been in practice to provide best possible services to the society.

File Description	Document
Link for appropriate web in the Institutional website	<a href="#">View Document</a>

## 5. CONCLUSION

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### **Additional Information :**

The college is situated in one of the most backward districts of state of jharkhand. This is the reason that the institution is very important from the point of view to upgrade the socio-economic status of people through imparting quality education.

This is well known fact about the district that it is Naxal affected. Youngsters themselves of the area generally deviate towards nuxal activities due to lacks of proper career counseling. The college serves to this effect and tries to keep the Youngsters in the main stream.

### **Concluding Remarks :**

The college is highly useful for the society. It has been serving in the field of education for about five decade and has gained high reputation. There has not been any doubt that the it has bright future. However, there are some deficiencies with regard to infrastructure and poor ratio of students and teachers. If such deficiencies are removed, the institution will work to become a land mark.

## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.1.3	<p><b>Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years</b></p> <ol style="list-style-type: none"> <li>1. Academic council/BoS of Affiliating university</li> <li>2. Setting of question papers for UG/PG programs</li> <li>3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses</li> <li>4. Assessment /evaluation process of the affiliating University</li> </ol> <p>Answer before DVV Verification : B. Any 3 of the above            Answer After DVV Verification: D. Any 1 of the above            Remark : As per the letter provided by the HEI with regards to the participation in the paper setting.</p>																				
2.1.2	<p><b>Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy ) during the last five years ( exclusive of supernumerary seats)</b></p> <p>2.1.2.1. Number of actual students admitted from the reserved categories year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>1735</td> <td>1735</td> <td>1735</td> <td>1735</td> <td>1735</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>1384</td> <td>1309</td> <td>1375</td> <td>1455</td> <td>1579</td> </tr> </tbody> </table>	2018-19	2017-18	2016-17	2015-16	2014-15	1735	1735	1735	1735	1735	2018-19	2017-18	2016-17	2015-16	2014-15	1384	1309	1375	1455	1579
2018-19	2017-18	2016-17	2015-16	2014-15																	
1735	1735	1735	1735	1735																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
1384	1309	1375	1455	1579																	
2.3.3	<p><b>Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )</b></p> <p>2.3.3.1. Number of mentors            Answer before DVV Verification : 43            Answer after DVV Verification: 42</p> <p>Remark : As per the list of mentors duly signed by the authority provided by the HEI.</p>																				
2.4.3	<p><b>Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)</b></p> <p>2.4.3.1. Total experience of full-time teachers</p>																				

Answer before DVV Verification : 1577

Answer after DVV Verification: 1578

Remark : As per the documents provided by HEI

**3.1.2 Percentage of teachers recognized as research guides (latest completed academic year)**

**3.1.2.1. Number of teachers recognized as research guides**

Answer before DVV Verification : 02

Answer after DVV Verification: 03

Remark : As per the documents provided by HEI.

**3.1.3 Percentage of departments having Research projects funded by government and non government agencies during the last five years**

**3.1.3.1. Number of departments having Research projects funded by government and non-government agencies during the last five years**

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

**3.1.3.2. Number of departments offering academic programmes**

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
33	33	33	33	26

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
23	23	23	23	23

Remark : As per the list of department provided by the HEI

**3.2.2 Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the last five years**

**3.2.2.1. Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year-wise during last five years**



Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
02	04	0	0	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
02	03	0	0	0

Remark : As per the report and photographs provided by HEI

### 3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years

#### 3.3.1.1. How many Ph.Ds registered per eligible teacher within last five years

Answer before DVV Verification : 03

Answer after DVV Verification: 03

#### 3.3.1.2. Number of teachers recognized as guides during the last five years

Answer before DVV Verification : 01

Answer after DVV Verification: 02

Remark : As per the documents provided by HEI there are 2 teachers recognised as guides.

### 3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years

#### 3.3.2.1. Number of research papers in the Journals notified on UGC website during the last five years.

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	01	0	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

Remark : The research paper is not been published in the UGC notified journals.

### 3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years

#### 3.4.4.1. Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year-wise during last five years

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
31	30	30	30	30

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

Remark : The list of number of students participating in extension activities is not provided by HEI.

**4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)**

**4.1.4.1. Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
955040	310277	1820130	1715050	2061424

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
9.5504	3.10277	18.2013	17.1505	20.61424

**4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)**

**4.2.3.1. Annual expenditure of purchase of books/e-books and subscription to journals/e-journals year wise during last five years (INR in Lakhs)**

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	470322	0	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	4.70322	0	0

**4.2.4 Percentage per day usage of library by teachers and students ( foot falls and login data for online access) during the last completed academic year**

4.2.4.1. Number of teachers and students using library per day over last one year

Answer before DVV Verification : 2233

Answer after DVV Verification: 22

Remark : As per the copy of ledger provided by HEI.

**4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)**

**4.4.1.1. Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years (INR in lakhs)**

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
876026	534561	734417	506964	126454

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
8.76026	5.34561	7.34417	5.06946	1.26454

**5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years**

**5.1.1.1. Number of students benefited by scholarships and freeships provided by the Government year-wise during last five years**

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
467	410	667	326	516

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

Remark : Supporting documents not provided by HEI.

**5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following**

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

Answer before DVV Verification : B. 3 of the above  
 Answer After DVV Verification: D. 1 of the above  
 Remark : As per the documents provided by HEI only one initiative is taken place.

**5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases**

1. **Implementation of guidelines of statutory/regulatory bodies**
2. **Organisation wide awareness and undertakings on policies with zero tolerance**
3. **Mechanisms for submission of online/offline students' grievances**
4. **Timely redressal of the grievances through appropriate committees**

Answer before DVV Verification : C. 2 of the above  
 Answer After DVV Verification: D. 1 of the above  
 Remark : As per the document provided by HEI. The DVV has not provided any supporting document with regard to the timely redressal of grievances or implementation of guidelines.

**5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)**

**5.3.3.1. Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years**

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
28	0	05	08	07

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
1	05	8	0	1

**6.2.3 Implementation of e-governance in areas of operation**

1. **Administration**
2. **Finance and Accounts**
3. **Student Admission and Support**
4. **Examination**

Answer before DVV Verification : E. None of the above  
 Answer After DVV Verification: D. 1 of the above  
 Remark : As per the screenshot provided by the HEI

**6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years**

**6.3.3.1. Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years**

Answer before DVV Verification:

2018-19	2017-18	2016-17	2015-16	2014-15
06	97	0	0	0

Answer After DVV Verification :

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

Remark : Relevant supporting documents not provided by HEI

**2.Extended Profile Deviations**

ID	Extended Questions																				
1.1	<p><b>Number of courses offered by the Institution across all programs during the last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>1404</td> <td>514</td> <td>514</td> <td>514</td> <td>402</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>1404</td> <td>652</td> <td>514</td> <td>514</td> <td>402</td> </tr> </tbody> </table>	2018-19	2017-18	2016-17	2015-16	2014-15	1404	514	514	514	402	2018-19	2017-18	2016-17	2015-16	2014-15	1404	652	514	514	402
2018-19	2017-18	2016-17	2015-16	2014-15																	
1404	514	514	514	402																	
2018-19	2017-18	2016-17	2015-16	2014-15																	
1404	652	514	514	402																	
2.2	<p><b>Total Expenditure excluding salary year-wise during last five years ( INR in Lakhs)</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>1831066</td> <td>844838</td> <td>2554547</td> <td>2222014</td> <td>2187878</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> </tr> </thead> <tbody> <tr> <td>18.31066</td> <td>8.44838</td> <td>25.54547</td> <td>22.22014</td> <td>21.87878</td> </tr> </tbody> </table>	2018-19	2017-18	2016-17	2015-16	2014-15	1831066	844838	2554547	2222014	2187878	2018-19	2017-18	2016-17	2015-16	2014-15	18.31066	8.44838	25.54547	22.22014	21.87878
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