



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution	GODDA COLLEGE GODDA
Name of the head of the Institution	Sri Satish Chandra Pathak
Designation	Principal (in-charge)
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	919934981274
Mobile no.	9934891274
Registered Email	goddacollegegodda54@gmail.com
Alternate Email	georgesxd@gmail.com
Address	Godda College, Godda
City/Town	Godda
State/UT	Jharkhand
Pincode	814133

2. Institutional Status

Affiliated / Constituent	Constituent
Type of Institution	Co-education
Location	Semi-urban
Financial Status	state
Name of the IQAC co-ordinator/Director	George Samuel Kisku
Phone no/Alternate Phone no.	919973977763
Mobile no.	9123229411
Registered Email	iqacgcg1954@gmail.com
Alternate Email	goddacollegegodda54@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://goddacollege.org/wp-admin/admin-ajax.php?action=cfdb-file&s=1630908909.2739&form=Documents&field=Upload+File
4. Whether Academic Calendar prepared during the year	No

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	2.16	2017	12-Sep-2017	11-Sep-2022

6. Date of Establishment of IQAC	15-May-2014
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Review of Classes During Covid Lockdown and Reconstruction of the College Website	20-May-2020 01	6
View File		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Godda College Godda	NA	RUSA	2019 00	0
No Files Uploaded !!!				

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

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

6

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

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

No

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

1. It was decided that a letter would be forwarded to the HRD for the promotion of faculties under CAS. 2.It was decided that for the betterment of information system and connectivity of the college to other fields, the concerned data of the college would be uploaded on MIS. 3. It was decided that in order to improve communication with students and to have a better understanding of their requirements a satisfaction survey would be conducted with the help of questionnaires. 4. Initiative for establishment of placement cell for students. 5. Systematic and regular review of online classes during Covid19 lockdown period and uploading of subjectwise study material on the college website.

[View File](#)

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

Plan of Action	Achivements/Outcomes
Uploading study material of various subjects and departments in separate sections for facilitating the studies	Weekly review done of study material uploaded on the college website.

of students during the lockdown period					
Conducting online classes during Covid lockdown period through video call meetings.	Conducted online classes for students as per the college time table.				
View File					
14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1" style="width: 100%;"> <tr> <th style="width: 50%;">Name of Statutory Body</th> <th style="width: 50%;">Meeting Date</th> </tr> <tr> <td style="text-align: center;">IQAC</td> <td style="text-align: center;">20-Feb-2021</td> </tr> </table>		Name of Statutory Body	Meeting Date	IQAC	20-Feb-2021
Name of Statutory Body	Meeting Date				
IQAC	20-Feb-2021				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes				
Date of Visit	25-Jul-2017				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2019				
Date of Submission	27-Feb-2019				
17. Does the Institution have Management Information System ?	Yes				
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>College is connected with university website system which is used for decision or order communicated to the college from university through MIS. As MIS is a Computerized data base of financial, administrative and programmatic information organized and programmed in such a way that it produces regular reports on operations for every level of management in an organization. Mis is also used to make coordination, control and analysis and visualization of information in an organization. Any financial message come from University regarding salary or any aid agency conveyed directly to the institution. Specially administrative order from University of UGC come to the college and regulated to the college and departments. It is also used for tracking of accounting result published.</p>				

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The college adheres to the guidelines laid down by the State Government in general and the University in particular. We try our level best to provide 180 days of teaching in a calendar year. Special classes (if needs be) are engaged during vacation or off hours to compensate for the time lost in examination/evaluation. The University and the Institution provide all types of facilities to teachers to attend UGC based Refresher Course/ Orientation Courses / Workshops / Seminars. The Institution follows a specific Time Table Programmed for the effective delivery and transaction of the curriculum. The Departmental Council comprising of the Members of the Department and two Student representatives (1 male+ 1 female) meet at least once each month to evaluate the progress and suggest means for overcoming hurdles if any in achieving optimum output. Two Seminar/ Symposia form an integral part of the curriculum each Calendar Year. The addition of the Computer Lab plays an important role in providing new vision to all Staff Members and Students. The services of trained personnel are taken up at the institution level to acquaint the teachers, staff and student regarding Internet and e learning. The State Governments efforts in this regard need special mention which aims at providing Wi fi facility to all the inmates of the College. A. Time table B. Seminar and Symposium -. Apart from these the college adheres to the sports and cultural calendar framed by the University. In spite of shortage in hand during the last few years the College taxes its teachers to their limit and tries to adhere to the plan of completing the syllabus within the specified period. In most department teachers are engaging more than 28-30 classes per week which in stray cases even goes up to 32-35. The college is in constant touch with the University and tries its level best to keep abreast with the guidelines laid down by the University for the Effective Operationlisation of the curriculum. Because of its semi urban semi rural location the college has to strive much to bring in new concept & methodology into its program. Many teachers of the college have played an effective role in the framing of various aspects pertaining to the curriculum. I - Principal, as - Member Academic Council. II - Teachers as-- Member of Syndicate. At present the College does not offer any Certificate / Diploma course. However all this has been made available to the students through the course plan introduced vide Indira Gandhi National Open University. The College is a constituent unit of SKM University, Dumka and hence has to follow in totality the guidelines laid down by the University. The college sticks to the traditional-conventional mode of teaching & learning method. The addition of Distance & Open Univ. Courses have opened new vistas for flexibility and progression, their by, adding skill development, academic mobility leading to improved potential for employability.⁶⁴ The College is conscious regarding its role in this semi-urban location basically in a remote tribal area of Godda District and hence is always striving hard to focus basic skills in the Students • Communication Skills • Team Work Spirit • Managerial Skills • Time Management • Computation Skills.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
NA	NA	Nil	00	NA	NA

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	N.A.	Nil
No file uploaded.		

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BEd	All Subjects	01/07/2019

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
NA	Nil	Nil
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nil	NA	Nil
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
Parents	No

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

Feedback Obtained
1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (Maximum 500 words) Feedback Obtained 1. The feedback from the students is obtained after the Mid Semester Tests twice in a semester. 2. The Identity of the student is not disclosed while filling the online feedback. 3. Feedback on overall functioning of the college: it is based on the learning environment of the college, hostel facility, training and placement facility, canteen facility, medical facility, counseling center, sports facility, infrastructural facilities etc. 4. The feedback received from the students on academic issues is conveyed to the concerned faculty member through respective Head of the Department. 5. The complaint / suggestion boxes

are installed at prominent locations in the institute. 6. The complaint / suggestion boxes are opened from time to time and feasible suggestions are implemented. 7. There is the complaint registrar in the library where students can register their complaints regarding library. 8. Feedback from the Parents' is obtained on overall development of their ward and about learning environment in the college as well as imparting value based education in their wards. 9. The institute has registered alumni association whose feedback is based on role of the college in the development of student personality and employability, academic excellence. 10. The institute obtains Feedback from the employers and experts from industry on the current curriculum and their views as per the current scenario. Add-on and Value added courses are designed based on this feedback. Placement cell also takes cognizance of this feedback while organizing training sessions.

Teachers Feedback: - Feedback is an analysis that occurs when the output of a system is employed as input back into the system as part of a result. The progress of any institute, especially a college, depends upon a well-structured feedback system. A feedback provides right information for the further development. It plays a vital role as an eye-opener for all the stakeholders. To implement the feedback system, it requires a thorough preparation. The college has aimed at receiving feedback from the faculty members in 2019-20. In the academic Session, the feedback has helped the individuals and organization as a whole to improve the performance and effectiveness of the Institution. The information provided by the faculty members is kept confidential and used for improving and upgrading the performance of the institute. The feedback forms were circulated to the faculty members. The feedback form had eight different questions based on the overall performance of the institute. Following were the questions asked -

1. The course content/syllabus has good balance between theoretical and application component.
2. The current syllabus is need based.
3. Programme Outcomes of the syllabi are well defined.
4. Need of review of the syllabus.
5. Contents of the curriculum are as per industry requirement.
6. Curriculum has good academic flexibility.
7. The prescribed books on curriculum are sufficiently available in the college library.
8. Any suggestions regarding change in the curriculum.

Guidelines of IQAC and submission of AQAR for Affiliated/Constituent Colleges Page 3

In 2019-20, the college had fifteen (10) faculty members on roll. 1. In response to the first question regarding the course content, everybody opined that the syllabus had good balance between theoretical and application component. 2. When, opinion on syllabus was asked to them, 93 replied that the syllabus was need based. 3. Regarding the third question, when they were asked whether the outcomes of the syllabi were well defined, 93 agreed that the outcomes were well defined. 4. In regard to fourth question, when they were asked whether there was need to review the syllabus, 73 wanted the syllabus to be reviewed. Interestingly 20 of the teachers were not sure about it. 5. While replying to the fifth question, in regard to content of the curriculum, surprisingly 73 opined that the content of the curriculum were not as per industry requirements. 6. While answering to sixth question regarding academic flexibility of the curriculum, 93 agreed the curriculum had good academic flexibility. 7. The last question was regarding the availability of the books in the college library, everybody said that the prescribed books were sufficient in the college library.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
Nill	Given in Excel	Nill	Nill	Nill

[View File](#)

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	1366	460	12	Nil	21

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
33	33	35	2	2	9

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

2.3.2 Students mentoring system available in the Institution Faculty mentors play a crucial role in mentoring students. Students and their mentors share responsibility for ensuring productive and rewarding mentoring relationships. Both parties have a role to play in the success of mentoring. For students, a mentor is someone who serves as a guide throughout their institutional training. They provide both professional and personal advice in transitioning into, and out of, college. They give constructive feedback on writing, teaching and other elements of career design. They can serve to help students balance professional goals with their personal lives or give emotional encouragement during challenging times. In Godda College Godda, mentoring system has been introduced from, for establishing a better and effective relationship between student and teacher and also continuously monitor, council and guide students in educational and personal matter. All teachers work as mentors for students allotted to them. The students must feel to confide in their mentors. This is a continuous process till the end of academic career of student. The objectives of student mentor-ship is: – 1. To enable constructive interaction, guidance and mentorship of junior students by senior students. 2. To provide a reliable and comprehensive support system to motivate students. 3. To enhance teacher –student relationship. 4. To enhance student's academic performance and attendance. 5. To minimize student's dropout ratio. 6. To monitor the student's regularity and discipline. 7. To enable the parents to know about the performance of regularity of wards. The IQAC had taken the initiative of implementing the mentoring of students by dividing them stream wise in a groups of 15-20. Mentors maintain and update the mentoring format after collecting all necessary information. Mentors are expected to offer guidance and counseling as and when they required. It is the practice of mentors to meet students individually or in groups. In isolated cases parents are called for counseling and their special meeting with the principal at the suggestion of the mentor. If a student is identified as having weakness in particular subject, it is duty of mentor to apprise the concerned subject teacher. At least 3 to 4 meeting are arranged by mentors for their mentee in each semester. Though, the system has only been implemented in the last few years, significant improvement in the teacher – student relationship is observed. This system has been useful in identifying slow and advanced learner and through a careful examination of each mentor's report the college has organized 'Remedial Classes' on identified topics. HOD will meet all mentors of his/her department at least once in a month to review paper implementation of system. Advise mentors wherever necessary. Type of mentoring done in our institution are- 1. Professional Guidance – Regarding professional goals, selection of career and higher education. 2. Career Guidance – Regarding self-employment, entrepreneurship development, opportunities, for career growth. 3. Coursework Specific Guidance – Regarding course details, attendance and performance in different semester. Outcomes of the system 1. The attendance percentage of the students have increased to greater extend. 2. The success rate of students in different competitive exam have increased. 3. Due to direct communication between mentor and the student, there was

good improvement in student-teacher relationship.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1826	33	1:55

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
54	33	22	2	Nill

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nill	NA	Nill	NA
No file uploaded.			

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BSc	Given in Excel sheet	3	Nill	27/01/2020
View File				

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

Reforms initiated on Continuous Internal Evaluation (CIE) system at the institutional level The institute has taken efforts to improve the performance of students by framing significant reforms in Continuous Internal evaluation at the institute level. The reforms are as follows: 1. Remedial measures are taken by conducting tutorial classes to clarify doubts and re-explaining the critical topics. 2. Small tests are conducted prior to sessional examinations. 3. Topic wise questions are provided for all subjects. 4. Students are encouraged to solve previous years University Exam question papers. 5. Preliminary exams are conducted prior to University Exams. 6. Mind mapping is included as an innovative practice. 7. The institute regularly conducts, group discussions, seminars and guest lecture. 8. Poor performance due to frequent absenteeism is dealt by sending registered letters to the parents of such students. 9. The institute effectively uses WhatsApp group for the exam section wherein all the notices related to the examination and academics can be circulated and communicated to all students. 10. Monitoring the improvement in learning of slow learner and encouraging the advanced learners by reviewing their performance in exams. Impact: These reforms have resulted in substantial improvement in student's performance through comprehension of difficult topics, improved time management, enhanced writing skills and individualized attention resulting in refining their cognitive, psychomotor and affective domains of learning. This has significantly enhanced the pass percentage and academic

excellence of students.

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

Godda College, Godda is a Constituent college under Sido Kanhu Murmu University, Dumka. College is well connected and well Communicated with the University website. Any information regarding examination date or other notices come to college first and is circulated to students through notice board of the college. All departments conduct also internal test exam (as per CBCS curriculum). Dates come from University to conduct through Website and then marks is sent to University for the publishing of final result. Internal assessment date is also maintained by college academic calendar.

2.6 – Student Performance and Learning Outcomes

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

<https://goddacollege.org/wp-admin/admin-ajax.php?action=cfdb-file&s=1610450530.4910&form=Documents&field=Upload+File>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
Given in Excel sheet	Nill	Given in Excel	Nill	Nill	Nill
View File					

2.7 – Student Satisfaction Survey

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

<https://goddacollege.org/wp-admin/admin-ajax.php?action=cfdb-file&s=1631092028.9141&form=Documents&field=Upload+File>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	00	NA	0	0
No file uploaded.				

3.2 – Innovation Ecosystem

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

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

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

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

NA	NA	NA	Nil	NA
No file uploaded.				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NA	NA	NA	NA	NA	Nil
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

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

Name of the Department	Number of PhD's Awarded
POLITICAL SCIENCE	2

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	ZOOLOGY	2	Nil
National	HINDI	2	Nil
National	BOTANY	1	Nil
National	ENGLISH	2	Nil
National	POLITICAL SCIENCE	1	Nil
National	HISTORY	4	Nil
View File			

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

Department	Number of Publication
NA	Nil
No file uploaded.	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NA	NA	NA	Nil	0	NA	Nil
No file uploaded.						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
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NA	NA	NA	Nil	Nil	Nil	NA
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	4	29	Nil	Nil
Presented papers	Nil	7	Nil	Nil
View File				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
NA	NA	Nil	Nil
No file uploaded.			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NA	NA	NA	Nil
No file uploaded.			

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

Name of the scheme	Organising unit/Agency/ collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
NA	NA	NA	Nil	Nil
No file uploaded.				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NA	NA	NA	00
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant

NA	NA	NA	Nil	Nil	00
No file uploaded.					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NA	Nil	NA	Nil
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
0	0

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	
No file uploaded.	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
KOHA	Partially	2017	2017

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	21006	1174862	2461	1090267	23467	2265129
Reference Books	832	39994	47	36060	879	76054
Journals	32	41200	2	2740	34	43940
No file uploaded.						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NA	NA	NA	Nil
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

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

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

50 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
HIGH SPEED WIFI AND INTERNET FACILITIES	https://goddacollege.org/study-dashboard/

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
0	0	0	0

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

The HEI looks after the maintaining and utilizing of its physical, academic and support facilities through the College Staff Council, Development Committee, Purchase Committee and the RUSA Committee of the College. The College Staff Council is the chief policy-making body of the College. All decisions of the HEI are taken based on the meetings and proceedings of the College Staff Council. The College Staff Council looks after the Academic, Administrative and Infrastructural requirements of the College and forms policies accordingly. It is responsible for maintaining the list of requirements of all Departments of the College like computers, laboratory apparatuses, sports kits, and so on. The College Staff Council conducts meetings on various agendas regarding maintenance and utilization of facilities and infrastructures. Policies are approved in these meetings to be executed for the betterment of the HEI. The Development Committee acts on the suggestions and policies made by the College Staff Council and looks after the repair and maintenance of various infrastructure of the College such as boundary walls, laboratories, books purchase, internet and Wifi and so on. Maintenance of the College ground, construction of the college, boundary wall, repair of lights and fans, renovation of Boys' Hostel, repainting of the College buildings, fixing of doors and windows of the offices and classrooms of the college are some of the works that are looked after by the Development Committee of the College. It is on the approval of the Development Committee of the College that the Purchase Committee acts on purchase and expenditure for maintenance of physical, academic and support facilities of the HEI. The Purchase Committee of the College acts on the suggestions of the Development Committee. The Committee

decides on the items to be purchased and expenditures to be made. The Committee makes decisions on what items to purchase and makes sure that the items to be purchased meet relevant quality standards. The Purchase Committee, after its meetings, forwards the resolutions to the Principal so that the Principal can make decisions on the advice of the Committee.

<https://goddacollege.org/wp-admin/admin-ajax.php?action=cfdb-file&s=1614066763.1316&form=Documents&field=Upload+File>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	NA	0	0
Financial Support from Other Sources			
a) National	e-Kalyan, Welfare Dept. of Jharkhand	1500	2000000
b) International	NA	Nil	0
View File			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
NA	Nil	Nil	NA
No file uploaded.			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
Nil	NA	Nil	Nil	Nil	Nil
No file uploaded.					

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

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

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed

0000	Nill	Nill	00	Nill	Nill
No file uploaded.					

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
Nill	Nill	Given in Excel sheet	Given in Excel sheet Given in Excel sheet Given in Excel sheet	Given in Excel sheet	Given in Excel sheet
View File					

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

Items	Number of students selected/ qualifying
Nill	Nill
No file uploaded.	

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

Activity	Level	Number of Participants
NA	NA	Nill
No file uploaded.		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nill	NA	Nill	Nill	Nill	00	NA
No file uploaded.						

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

The Student Council The student council is the voice of student body. There are two main bodies in college where student's participation is necessary for the proper development of the college. One is academic and the other is administrative. i. Academic activities mainly comprise curricular activities. These activities enable to supplement and compliment the curricular or main syllabus activities. These are very important part and parcel of educational institution to develop the student personality as well as to strengthen the classroom teaching. ii. In this field our college usually take students having a say in how their education is delivered. iii. The ideology is given among the students like that value of honesty and academic integrity. iv. Arrive on time and prepare for all classes, meetings, academic activities and special events. v. Students are usually advised to give attention to quality and excellence in completing assignments. vi. Students have formed a debate society and they

often organize it on latest and burning issues like, (i) NEW EDUCATION POLICY (ii) Skill Development Programmes or courses- Its advantages and disadvantages.

Besides college level, these types of activities are also organized on developmental basis. vii. Our Hindi department faculty usually organize story writing activities, poetry recitation among students to inculcate these type of field of interest. viii. Our students usually visit college library to advance their curricular knowledge. ix. In fact our motive is to promote learning, personal growth and development. x. In extracurricular activities there are several wings like NSS, Music council and sports society. xi. In fact all the students of the college are the members of the council. The executive committee of the council discuss the programme of activities and direct to organize the programme with the help and participation of members. xii. NSS wing of the college organize some social and philanthropic work at nearby village level. xiii. Sports like Football, Volleyball and cricket are organized by the college at university level programme. xiv. We believe that sports, culture and social work are the part of the education. Actually these activities meet the students' different challenges of life and to know how to solve it. These activities develop managing capacity among students. xv. Students are also participating in administrative work. There is outstanding communication between the college administration and students. xvi. Students participation in administrative field is mainly in three branches-executive, legislative and judiciary. There is a clear cut involvement in all the above three. xvii. Students have been made members of the grievance redressal cell.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

37

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

00

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The college ensures efficient functioning of various academic and administrative activities through decentralization. IQAC headed by the Principal works as the chief body which forms, dissolves and reforms various committee and ensure participative management of the members of the institution through nominating teachers and others according to the requirement of their services. Admission committee, development committee, B.Ed. committee, RUSA cell committee among others, are reformed from time-to -time as a practice of decentralization. The IQAC committee itself is annually updated wherein the chairperson of the IQAC nominates members. A meeting of the IQAC was held on 04.02.2020 at 2.30 PM for including new members through nominations in order to strengthen decentralization and further participative management. At regular intervals the IQAC has been providing suggestions related to technical and secretarial services, maintenance of infrastructure, on-time submission of

college reports to NAAC and other miscellaneous requirements of the College. Conducting of online classes during the lockdown period is another instance of participative management undertaken by the institution's members. After a complete nationwide lockdown was imposed on March 23, 2020, the college's committee came together to facilitate online learning for the students of the college as per the guidelines received from the University. The LMS of the institution was boosted and the college's website was used to make study material accessible to its students. Through active participation of teachers and computer operating staffs a separate account was assigned to each faculty member. During the course of online classes, the teachers regularly signed into their accounts to upload study material in the form of PDFs and also shared links to zoom or google meet sessions. The study material was kept public at all times on the website in order to make accessibility easier for the students.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Teaching and Learning	The College adopted the method of e-teaching and learning with the coming of the Covid pandemic. whatsapp, Zoom and College LMS were some methods of online teaching. Also, assessment under CIE in the Semester system was carried out in online mode to assess the process of learning of students.
Examination and Evaluation	following the online mode of teaching and learning, examination and evaluation was also carried out in online mode. internal exams were taken through assignments etc. to promote the students to their respective semesters.
Curriculum Development	in the BEd section of the College, semester system was introduced from the session 2019-2021.

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

E-governance area	Details
Student Admission and Support	admissions of new batch of students were taken online through the chancellors portal.
Administration	the College has official Whatsapp groups for faculty and staff. all administrative notices and orders are disseminated to teachers and staff through this official WhatsApp group. also, College Email is a medium to forward documents between administration and staff via online mode.
Examination	all notices regarding examinations

are posted in the College website on time regularly. also, notices coming from the university and College examination department are channeled through various administrative and class official whatsapp groups to reach concerned teachers, staff and students.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	NA	NA	NA	Nill
No file uploaded.				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nill	NA	NA	Nill	Nill	Nill	Nill
No file uploaded.						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Given in Excel sheet	Nill	Nill	Nill	Nill
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	7	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
00	00	e-Kalyan

6.4 – Financial Management and Resource Mobilization

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

Given the Covid-19 situation the planning for conducting financial audits were

postponed. Financial Audit committee has been formed.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NA	0	NA
No file uploaded.		

6.4.3 – Total corpus fund generated

00

6.5 – Internal Quality Assurance System

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

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

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

NA

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

NA

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

1. Feedback system is established and in practice for students and staff. 2. Alumni association has been started and registrations of about three-dozen alumni has been done. 3. green initiatives in the College has been started to make the campus eco-friendly.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2020	training of faculty for e-teaching (FDP)	Nill	29/07/2020	31/07/2020	33
2020	starting e-teaching in the HEI	Nill	01/04/2020	31/07/2020	1859
2019	Conducting Student Satisfaction	15/11/2019	01/07/2019	01/06/2020	265

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**7.1 – Institutional Values and Social Responsibilities**

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

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

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

Percentage of power requirement of the University met by the renewable energy sources
00

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	3
Physical facilities	No	Nill
Provision for lift	No	Nill
Braille Software/facilities	No	Nill
Rest Rooms	Yes	3
Scribes for examination	No	Nill
Special skill development for differently abled students	No	Nill
Any other similar facility	Yes	3

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
Nill	Nill	Nill	Nill	00	NA	NA	Nill
No file uploaded.							

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

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

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
NA	Nil	Nil	Nil
No file uploaded.			

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

1. PLANTATION PROGRAMME 2. USE OF E-GOVERNANCE TOWARDS A STEP TO PAPERLESS OFFICE.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

BEST PRACTICES 2019-2020 Best Practice - 01

1. Title of the practice: Implementing full-fledged online teaching.

2. The context that required the initiation of the practice Due to the Covid-19 pandemic, the nation went into 'total lockdown' on 15th March 2020. All educational institutions in the country were closed, and as a result classes had come to a halt. This created great problems for the students as their learning had come to a sudden halt for an indefinite period of time. It was thus the need of the hour that the classes be resumed the solution to this problem was to make classes fully online so that students can take classes from home under existing lockdown. The act of teaching consists not only of giving knowledge to students, but also to test their intake of knowledge at intervals. Therefore, along with online teaching, online assessment also became necessary so that students' process of learning does not come to an abrupt halt.

3. Objectives of the practice The objectives of the Practice are: a) To maintain the continuity of learning among students of the HEI. b) To assess the knowledge intake of the students during the pandemic. c) To make sure that the academic pace of the students is maintained in order to prevent loss of academic-career time/year by the students.

4. The Practice The HEI installed an online teaching-learning portal in the official college website. Professors of all Departments were soon given online ID accounts through which they can put and upload online teaching materials such as PDFs and Videos regularly. Students would then visit the College website and look for the teaching materials according to subject, Semester and so on. Along with teaching materials, Professors also posted the date, time and link of Zoom Cloud Meetings so that students can connect to these virtual Zoom classrooms by following the details posted on the online teaching section of the College Website. The flow of the teaching-learning process of the HEI was thus maintained very well through the collaboration between the administration and the staff. After the online teaching processes and procedures had been established and run well for a good amount of time, the process of online learning evaluation was to be executed. The Professors had formed Class WhatsApp Groups for all of their respective subjects and semesters. Through these WhatsApp Groups, the Professors conducted online evaluation process. Questions and assignments were given to students and the students were given deadlines for submitting the assignments / answers to the questions. The students prepared the answers and assignments in due time and submitted them in soft copy versions such as PDFs and MS Word formats to their Class WhatsApp Groups so that teachers could go through them.

5. Obstacles faced if any and strategies adopted to overcome them The obstacle of minor digital illiteracy was observed at the beginning of the Practice. Computers and smartphones are not comfort zones for generation(s) who did not grow up with them. However, the Professors took no time in equipping themselves with the required digital skills of conducting online teaching. With a little guidance and practice, the professors equipped themselves with adequate competence to conduct Zoom meetings, make and share PDFs and so on. The College also provided a LMS platform for the professors to conduct their teaching-learning activity. The professors learned how to use the platform and began to upload study materials

on this online teaching platform given in the College website. Another obstacle that was faced in this Practice was the digital gap among the students of the HEI. Many students come to the College from rural areas. These areas have low network. Also, many students are financially not well off to afford a smartphone. Due to this, their attendance in online classes was wanting. The professors contacted the students and motivated them to look beyond excuses and come up with arrangements. These students used various means such as borrowing smartphones for online class hours and going to high network areas during online class hours and so on. This helped increase attendance of students up to certain measures. The College LMS also became a data centre for online teaching materials so that students who could not attend online classes in real-time can access related teaching materials at a later time when they are able.

6. Impact of the practice The practice of online teaching bore great results for teaching as well as assessment/evaluation processes. The teaching learning process ran smoothly unhindered even during the pandemic. students received teaching materials and lessons without fail. Due to this, they performed well in their internal evaluations and examinations and came out with flying colours in their respective semester exams. The result of the students was bereft of any negative impact of the Covid 19 pandemic, all because of the online mode of teaching-learning process adopted by the College. The students also got to academically progress without delay, as was seen where final year students such as UG batch 2017-2020 graduated in the year 2020 itself without delay.

7. Resources required To implement the method of online teaching and evaluation, the College built a Learning Management System (LMS) in its website where professors could post their online teaching materials. The College also saw to it that Wi-Fi with high internet speed was installed at certain rooms from where taking online classes would be possible for those that need it. The Computers of the college were also made ready for this purpose. The smartphones of professors were also resources where they conducted online academic processes through WhatsApp, Telegram and so on. Many professors also made the use of computers for creating notes in PDF, PPT and so on. Video recording devices were also purchased and brought into use by several other professors.

Best Practice - 02 Due to Covid-19, the College campus remained closed for a long period of time. This made exercising a second Best Practice non-feasible. Therefore, the HEI had only one Best Practice for the year 2019-2020.

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

<https://goddacollege.org/wp-admin/admin-ajax.php?action=cfdb-file&s=1627895266.0590&form=Documents&field=Upload+File>

7.3 – Institutional Distinctiveness

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

The vision-mission statement of Godda College, Godda contains following points as part of its vision and mission: • To encourage an atmosphere conducive to teaching-learning, research and humanitarian works • To create a healthy, discursive environment in the campus. • To ensure betterment of all segments of the college through continuous quality assessment. Based on the above vision points, Godda College, Godda executed two activities to maintain the atmosphere of good teaching-learning, create discursive environment, and have quality assessment: - a) starting the process of e-teaching. b) conducting Student Satisfaction Survey (SSS). Soon after Covid lockdown was initiated in India, the HEI took up online teaching so that teaching-learning atmosphere of the College may carry on unhindered. There was no break in the learning of the students of the College, this atmosphere conducive to teaching-learning is one of the goals of Godda College, Godda. Godda College, Godda also conducted the

Student Satisfaction Survey (SSS) which gathered feedback from students across all departments and sections of the College. This feedback gave opportunity to students of the College to express themselves on matters concerning them. Also, this SSS acted as a quality assessment of the teaching-learning, mentoring and other aspects of the College.

Provide the weblink of the institution

<https://goddacollege.org/>

8.Future Plans of Actions for Next Academic Year

Future plan of action for next academic year Like other institution there is definitely a plan of action in our institution. Main goal of plan of action is to cater our students best of education especially with e-learning and also to cater the need of society and side by side community people. It is our university goal also to provide frontiers of knowledge to the students in quest of development of a humane and society moves. Our institution has decided following plan of action. ? To open new courses of study that provides a skilled hand. To meet this purpose courses for silk culture, journalism, lac culture and psychology consultation courses are under consideration. As our institution is located in a tribal area, forests are situated near by college area. For silk culture study, there is a pilot project centre for silk culture. It is situated in Pathra Mission, four kilometres from our institution. Here silk seeds are grown and sold to the silk farmers (Resham Doot). There are about more than twenty villages in Sundar Pahari Block where silk cocoon is produced. Villagers are engaged in this profession and thus provide regular earning. ? Department of Psychology is in progress to provide mental balance strategies during examination. So that students can bear the burden of examination pressure. ? A library is the mirror of the college. To enrich and make it digital, every step is being taken. Library is being made technically advance. E-book provision is in consideration. An electronic gate has been made through which any student can take only issued and registered books. In library to provide latest magazines and journals a pigeon window is also under way. ? To provide better facility to students, query window is being open. On this window they can put their problem and get their remedy. ? To provide medical facility to the students' provision of first aid box is also under way. For regular health check-up of students, a visiting doctor will visit the institution monthly or whenever needed. ? To meet the challenges of completion, special class is being organized by the specialized teachers of the entire faculty. ? Other than professional courses, some conventional courses are also in plan. Like Business Administration, Fashion Designing, Accounts and Finance and Interior Designing are in plan. Some non-conventional courses like Pet Groomers, Gerontology, Carpet Technology and Dietician courses are also a part of extended planning. ? For personality development, a course of advanced English Learning to enable students meet and face academic and administrative officials is also in plan. ? Greenery is also under plan. Along with campus greenery, a garden is also in plan. ? One committee is also in plan to form who will regularly monitor all the development of the institution.