M. L. S. M. COLLEGE, DARBHANGA

(A CONSTITUENT UNIT OF L. N. MITHILA UNIVERSITY, DARBHANGA)

NAAC ACCREDITED B+ (2.75 CGPA)

Website: www.mlsmlnmu.ac.in, E-mail:mlsmcollege@gmail.com

ANNUAL QUALITY ASSURANCE REPORT (AQAR)

2017 – 2018 (September 2018)

Submitted to

National Assessment and Accreditation Council

P.O. Box No. 1075, Bangalore - 560072

Dated : 11.09.2018

The Annual Quality Assurance Report (AQAR) of the IQAC

(For Affiliated / Constituent Colleges)

Of

Maharaj Lakshmishwar Singh Memorial College

A Constituent Unit of Lalit Narayan Mithila University, Darbhanga, Bihar

(For Affiliated / Constituent Colleges)

Academic Year – September 12,2017 to September 11, 2018

Part - A

Data of the Institution

1. Name of the Institution: MaharajLakshmishwar Singh Memorial College

- Name of the Head of the Institution: (Prof.) VidyanathJha
- Does the institution function from own campus: Yes
- Phone No. /Alternative Phone No.:   083340204575
- Mobile No.:   09931463352
- Registered e-mail: mlsmcollege@gmail.com
- Alternate e-mail: vidyanathjha@gmail.com
- Address: MaharajLakshmishwar Singh Memorial College
                                        Near- Harahi Tank
                                        P.O.-Lalbagh
                                        Darbhanga - 846004, Bihar
- City/Town: Darbhanga
- State/UT: Bihar
- Pin Code: 846004

2.Institutional Status

- Affiliated/Constituent: Constituent
- Type of Institution: Co-Education/Men/Women: Co-education
- Location: Rural/Semi Urban/Urban: Urban
- Financial Status: Grants-in-aid/UGC
  2f and 12 (B)/ Self-financing: Grants-in-aid by State Government,
  UGC 2f UGC 12(B)   UGC 2f & UGC 12(B)

- Name of the Affiliating University: Lalit Narayan Mithila University
- Name of the 1Q AC Co-ordinator: (Dr.) Mohammad Shaukat Ansari

  (Working as Co-ordinator since 02.05.2017)

- Phone No: NA
- Alternate Phone No.:   NA
- Mobile No.:   09431467734
- Alternate Mobile No.:   09801607700 (WhatsApp)
- 1QAC e-mail address: iqacmlsm@gmail.com
- Alternate e-mail address: shaukata12@yahoo.com

3. Website Address:

- Web-link of the AQAR: (Previous Academic Year):   www.mlsmlnmu.ac.in/aqar

4. Whether Academic Calendar Prepared during the year?

Yes, it has been prepared by our L.N. Mithila University, Darbhanga, Bihar

Yes/NO.......if yes, whether it is uploaded in the institution website:

www.mlsmlnmu.ac.in/aqar

5. Accreditation Details:

Cycle.	Grade	CGPA	Year of Accreditation	Validity Period
1st	**B+**	**2.75**	2017	From 12 September, 2017 to 11 September, 2022

6. Date of Establishment of IQAC: 06.09.2012

7. Internal quality Assurance System

7.1 Quality initiatives by IQAC during the year for Promotions quality culture		
Item/Title of the quality initiative by IQAC	**Date and Duration**	**Number of Participation beneficial**

1.	Proceedings (IQAC Meeting) Agenda:- • Assessment of on-going academic activities • Deliberations on on-going infrastructural developments • Other relevant issues	15.01.2018	06 Members
2.	Proceedings (1QAC Meeting) Agenda:- • Online Feedback System • Alumni Group to be formed • Mentorship System • Seminars/Workshops	17.04.2018	06 Members
3.	Proceedings (IQAC Meeting) Agenda:- • Review of Online Feedback System • Alumni Group • Review of Conference Hall and Classroom Constructions • Other Facilities for Students • Review of Shading near Admission counters, • Construction of Parking Zone. • AQAR Submission	05.07.2018	06 Members
4.	National Chemistry Day	10th December 2017	250
5.	International Seminar in Urdu on the topic- "The Part of Darbhanga Writers and Poets in the Promotion of Urdu Language & Literature upto 1960" (Urdu ZabanAdabkeFroughmeiDarbhangaKe Adba w ShoarakaHissa 1960 tak)	06th January to 07th January 2018	157
6.	Three Day National Seminar on "Applications of Green Chemistry in the Remediation on Environment",organised by Department of Chemistry in Collaboration with Association of Chemistry Teachers, TIFR, Mumbai	12th January to 14th January- 2018	160

7.	"Free Minorities Coaching Centre" towards preparation for the Competitive Exams, sponsored by Minorities Welfare Department, Govt. of Bihar.	Inaugurated on 05th of April-2018	60 (enrolled)
8.	"Inspirational Workshop for Science Teachers",sponsored by Royal Society of Chemistry, London & Association of Chemistry Teachers, Mumbai.	22nd – 25th April-2018	60
9.	Feedback Systems through social media, emails and manual procedures have been streamlined by IQAC.		
(A)	The IQAC Co-ordinator Dr. Mohammad Shaukat Ansari has Launched, "MLSM College (NAAC Graded B+)" on his facebook timeline to seek feedbacks and observations from present and previous students.	April 2018	155 members on social media (facebook)
(B)	Feedbacks sought on email IDS of college, Principal and IQAC Co-ordinator. We received a member of suggestionsand appreciations from bright alumni like Niraj Kumar (Allied Services) and Anuj Kumar Jha (the DM of Bulandshahar, UP)	May 2018	
(C)	We are receiving manualfeedbacks too.		
(D) We have Grievances Box near Principal's Chamber too for seeking complaints, demands & suggestions.		Continuous process	
		Continuous process	

With the objective to design, implement, monitor, review and update the quality policies of the college, the IQAC has been dedicatedly working to channelize and catalyse the efforts of the stakeholders of the institution to bring about a visible change in the academic and administrative culture of the institution. It is on IQAC initiatives, following compliances have been made during the year:

(A) Furnished Conference Hall	July 2018	
(B) Furnished Female Teachers' Room with attached Lavatory	July 2018	

(C) Furnished Male Teachers Room with attached Lavatory	July 2018	
(D) Cycle and Bike Stand (Parking Zone for teachers too)	May 2018	
(E) Shade with Lining Facilities near Admission Counters.	December 2017	
(F) Shifting of Home Science Department with required facilities to first storey of newly-built building.	July 2018	
(G) Shifting of Psychology Department with required facilities to first storey of newly-built building.	July 2018	
(H) 10 new classrooms have been built and furnished.	March 2018	
(I) Expansion of existing campus of UCO Bank Branch	In process	
(J) Establishment of Dark Room for Physics Lab for B.Sc. students	August 2018	
(K) Establishment of Students' Union Office	March 2018	
(L) Created avenues for students to engage in community services and sensitise students to ecological and environmental issues	Through different programmes on several dates	
(M) Counselling sessions for staff and students	02 sessions	
(N) "HoDs& College Academic Council Meet" for useful deliberations on further enrichment of overall performances of college	21.08.2018	
10. Seminar on "Herbal Farming: Tools and Techniques of Self- Employment", organised by Botany Department.	31st July 2018	150
11. A Workshop on "Employability Prospects" through several useful job-oriented courses like Digital Marketing, Computerised Accounting, Goods and Services Tax, Android App Development by Directorate of Distance Education, L.N. Mithila	31.08.2018	190

University, in association with college IQAC		
12. "Mazher Imam Extension Lecture", sponsored by National Council for Promotion of Urdu Language (NCPUL) MoHRD, New Delhi. The NCPUL Director, Professor IrtezaKarim was guest speaker on the occasion. The lecture was jointly organised by Urdu Department and IQAC of college.	01.09.2018	105
13. "AtalShikshakSammanSamaroh" Senior teachers & Retired teachers (Inside/outside) were honoured by the Hon'ble Vice Chancellor.	05.09.2018	250

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

Institutions/Department/Faculty	Scheme	Funding Agency	Year of Award with duration	Amount
Urdu	Seminar	NCPUL (National Council for Promotion of Urdu Language) New Delhi	2018	25000/- (10000 to be paid after Seminar)
Physics	Major Research	UGC	2018	400000/- (after Settlement of dues)

9. **WhetherComposition of IQAC as per latest NAAC guidelines:-Yes** Upload Latest Notification of formation of IQAC – **Already Uploaded**.

10. **No. of IQAC meetings held during the year : 03**
    The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website: - **Yes**

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)**.

- Promotion of technology-oriented teaching/learning methods on campus towards the quality of teaching-learning processes.
- Several initiatives taken to promote research-oriented activities and as a result, scores of faculty members have successfully supervised Ph.D. theses, and they attended national/ international seminars and conferences.
- NSS Units of college have been made actively involved into social/ environmental/ cleanliness activities and programmes. Some of them are:
  (a) Summer Internship Programme
  (b) SadbhavanaDiwas.
  (c) Blood Donation Camps.
  (d) Forest Day.
  (e) Anti-dowry Human Chain, etc.
  (f) Anti-Cracker Campaign around Diwali
- The IQAC, keeping pace with college administration, has made attempts to provide students and faculty access to adequate infrastructural facilities, technological aids and innovative pedagogical practices. We have also taken steps to engage students in extra-curricular activities like debate, GD, symposia, elocution, classical music, classical dance, folk dance, meditation & yoga exercises, etc.
- IQAC has organised workshops/training programmes towards the enhancement of computer as well as ICT Skills for teaching and non- teaching staff.

13. **Plan of action chalked our by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year.**

Plan of Action	Achievements/Outcomes
(1) Furnished Conference Hall	Completed
(2) Home Science Department with Lab to accommodate appreciable number of students	Shifted to new building and it is functional
(3) Psychology Department with equipped Lab	Shifted to new building and it is operational
(4) New classrooms with required facilities	Completed
(5) Parking Zone for Students/Teachers	Completed
(6) Cleanliness drives on campus and around the campus started through NSS	Appreciable outcome

Volunteers/NCC Cadets	
(7) The IQAC has sent communications to guardians/students towards building their intensified awareness through SMS/email/post- card/giving news to local newspapers	Admirable outcomes
(8) Enrichment of Communication Skills/Soft Skills for Students through Spoken English/Motivational Sessions.	Enthusiastic responses
(9) Culture has been created for personal guidance about learning strategies, career-shaping and developing skills to students by the IQAC Co-ordinator and its members from faculty.	Winning recognition among students.
(10) Formulated action plan for NCC wing of college in collaboration with NCC Officer, Capt. Anil Kumar Choudhary, and successfully implemented the chalked out programmes	Our NCC Unit has organised relevant rallies like ShauchalayaNirmanJagrukta Rally, Pulse-Polio Awareness Rally, Swachhta Rally (with the collaboration of the Hindustan, Hindi Daily) etc. Our NCC Cadets participated in campus like Combined Annual Training Camp, Annual Training Camp, National Integration Camp, Rock Climbing, Army Attachment, Inter Group Governor Banner Camp, All India Tracking Camp, etc. 26 cadets of our college NCC wing has cleared 'B' Certificate Exam this year (September 2017 to August -2018)

14. **Whether the AQAR was placed before statutory body? _Yes**
   Name of the statutory body: College Academic Council +IQAC

   Date of Meeting (s): CAC Meeting on 21.08.2018& IQAC Meeting on 06.09.2018

15. **Whether NAAC/or any other accredited body visited IQAC or interacted with it to assess the functioning? - Yes**
   Date: During NAAC-Inspection on 21st-22nd August-2017

16. **Whether Institutional data submitted to AISHE: Yes**

Year:- 2016-17   Date of Submission: 17.08.2017

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)

We notify information/circulars/university updates /awareness related details for the betterments of stakeholders through the following modules:

(i) Display on Notice Boards fixed on key points on campus
(ii) Sending letters/SMS to stakeholders
(iii) Appropriate use of social media (Facebook/WhatsApp). For instance, the IQAC is running a group of alumni/ current students/faculty members/Non-teaching Staff on the timeline of IQAC Co-ordinator, Dr. Mohammad Shaukat Ansari. The group name is M.L.S.M. College (NAAC Graded B+) Darbhanga, Bihar and it is a public group.
(iv) We also use print and electronic media by sending them significant press releases, and the related news items that channelize our visions, objectives and adequate information.
(v) We also get benefits from our "University Media" on WhatsApp in communicating information about academic/research /other major events of campus.
(vi) The modules mentioned above are managed by Principal's Office and IQAC Office.

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 offers following academic programmes on UG levels:

Science Stream:- B.Sc. (Hons) Courses in Chemistry, Physics, Botany, Zoology, Mathematics.

Arts Stream:- B.A. (Hons) Courses in Hindi, Urdu, English, Maithili, Sanskrit Persian, Sociology, History, Geography, Psychology, Economics, Pol. Science, Philosophy, Music, Home Science, Ancient Indian History, Rural Economics, Anthropology.

Commerce Stream: - B.Com. (Hons) Courses in Accounts & Finance, Marketing, Human Resource Development.

All Science Departments are equipped with basic research facilities and also Wi-FI System.

Our College follows the subject-wise curriculum, implemented by L.N. Mithila University.The Syllabus Committee at university level revise and re-design in line with the requirements time to time, and make attempts to turn them responsive to social and technological changes.

Some of our faculty members are the members in that committee, and they creatively contribute. Also, our college is proud to have one member in university academic council and senate (Dr. Mohammad Shaukat Ansari), another member in senate (Dr. Anil Kumar Jha), one member in syndicate (Dr.Ajit Kumar Choudhary). They also render their services in revision, re-shaping and adding significant topics in various syllabi.

Time to time revisions of syllabi are useful for students because they focus on latest updates in the arenas of education. They aim to enhance the broadKnowledge of topics and prepare students to face the world outside in structuring career. In addition, while implementing the syllabi, our major focus is to help students imbibe the vision, the mission and core values of the institution; to learn stupendous principles of pedagogy and to become creative competent, committed, caring and compassionate citizens for others.

Our departments sincerely identify weaker learners and try to find out their shortcomings in learning. Then they arrange special doubt-clearing, remedial /tutorial classes and such attempts are yielding fruitful outcomes. The IQAAC co-ordinates and links such activities.

Our further focus is on community development i.ecarried out through activities which are related to the curriculum as well as co-curricular aspects.

IT-enabled teaching has been introduced through smart classroom, Powerpoint presentation and projector.

ICT has been introduced in most of the subjects. Computers with internet facility have been made available in most of the departments as well as in the library.

Environmental Studies have been made a compulsory paper for all the students at UG level, 3rd Year.

In our visions, the satisfactory practices in curriculum delivery can be provided by answers to these following questions.

- How is the curriculum conceived and implemented?
- What does it promote or fail to promote?
- Are curricular goals of educational institutions always in tandem with the yearnings, aspirations, and concerns of the society?
- To what extent do academic activities and programmes of educational institutions qualify as 'best' that can be afforded?
- Do the feedbacks from stakeholders endorse the practices in implementing curriculum?

And hopefully, we always try to explore the answers to these questions through our initiatives.

1.1.2. Certificate/ Diploma courses introduced during the Academic Year

Name of the Certificate Courses	Name of the Diploma Courses	Date of introduction and duration	Focus on employability/Entrepreneurship	Skill Development
Enrolment in Process in Vocational Subjects, "Herbal Farming" &"Entrepreneurship Development"				

1.2. **Academic Flexibility**

   1.2.1. New programmes/courses introduced during the Academic year

In our university System we are not at liberty to introduce new certificate oriented programmes since the power is invested with university.

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	UG	Date of implementation of CBCS Elective Course System	UG
	NA		NA
Note:- Likely to be introduced by university in near future			

1.2.3. Students enrolled in Certificate/Diploma Courses introduced during Year

	Certificate	**Diploma Courses**
No of Students	Enrolment in process in Vocational Subjects, "Herbal Farming" &"Entrepreneurship Development	

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
Free Minorities Coaching for the preparation of Banking, Railways and SSC competitive Exams with special focus on soft skills	4th April-2018	65
Environmental Studies and Ethics	Continuing with Degree 3 all Subject Honours as a Paper	Degree -03 students
Spoken English Tutorials through Smart Class meant for students from different streams	July-2018	Approx-50
Motivational Lectures for students	Periodically	

1.3.2. Field Projects/ Internships undertaken during the year

Projects/Programmes Title	No. Of Students enrolled for Field Projects/Internship
_____	_____

1.4 Feedback System

1.4.1   Whether Structured feedback received from all the stakeholders

1. Students	2. Teachers	3. Employers	4. Alumni	5. Parents
Yes	Yes	Yes	Yes	Yes

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1.4.2. How the feedback obtained is being analysed and utilized for overall development of the institution?
(Maximum 500 Words)

In league with the fact that Feedback is an essential part of effective learning, the IQAC functions as a common link between various stakeholders by providing channels of feedback about the quality of curriculum delivery, the limitations faced, etc.

Feedback helps students understand the subject being studied and gives them cleared guidance on how to improve their learning strategies. Feedback and enhance students' confidence, self-awareness and enthusiasm for learning.

Keeping this fact into active consideration,feedback systems through social media, emails and manual procedures have been streamlined by IQAC at college.

The IQAC Co-ordinator,Dr. Mohammad Shaukat Ansari has launched "MLSM College (NAAC Graded B+)" on his timeline of Facebook to seek feedbacks and observations from present and previous students.

Feedbacks are sought on email IDS of college, Principal and IQAC Co-ordinator. We received suggestions and appreciations from bright alumni like Niraj Kumar (Allied Services) and Anuj Kumar Jha (the DM of Bulandshahar,UP)

We are receiving manual feedbacks too.

A. Students:
- The college has introduced an on-line feedback system for the students.
- Student-Teacher Meet is organized on departmental basis.
- Feedback is also obtained from the students by having regular interaction with them regarding the performance of teachers, learning process and curriculum in a structured format comprising of a standard questionnaire.
- Suggestion box is provided by the college to capture the suggestion from various stake-holders.
- The IQAC has directed faculty members to provide opportunity to engage into interaction after the completion of each lecture. This has proved a good tool of getting feedback from student

B. Community:
- The college organises Parent-Teacher Meet on annual basis. In addition, the college management interacts with the local community, and their suggestions and feedbacks are considered as healthy recommendations.

C. Alumni:

The alumni of the college hold its meeting at least once a year and makes suggestions to the college authorities in various matters.

We have organised College Academic Council and HoDs Meet on 21st August-2018 to deliberate upon various issues. One of them was related with the modalities to get college Alumni association registered. Now it is in process.

D. **Faculty:**

We have developed faculty feedback system to provide feedback in an easy and consistent manner to the college HoD or Principal. We call it faculty feedback system which delivers via student- staff interface as online system which is acting as Service Provider.

In short, the college aims to offer the best possible environment and learning experience to encourage students to perform their full potential. Students play a critical part in the evaluation, development and enhancement of the quality of this learning experience. Feedback from students allows the college to evaluate how its service provision is viewed by its most important group of stakeholders, namely its students.

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CRITERION II– TEACHING- LEARNING AND EVALUATION

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2.1. **Student Enrolment and Profile**

2.1.1. Demand Ratio during the year (session 2015-2018)

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Seat allotted by University at UG Levels

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Note:-This data excludes number of students at Intermediate (Arts/Science/Commerce) levels.

Name of the programme	Number of Seats available	Students Enrolled

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1. Bachelor of Arts (Hons.)		
Economics	256	132
English	256	133
Geography	514	184
Hindi	256	44
History	514	310
Pol. Science	370	150
Psychology	514	172
Music	150	03
Philosophy	150	04
Rural Economics	150	01
Ancient Indian History	300	01
Sociology	150	72
Anthropology	150	05
Home Science	150	74
Maithili	150	03
Sanskrit	150	04
Urdu	150	50
Persian	150	02
Math	150	01
1. Bachelor of Science (Hons.)		
Chemistry	220	104
Mathematics	220	156
Physics	220	140
Zoology	220	142
Botany	128	10
2. Bachelor of Commerce (Hons.)		
Accounting & Finance	668	502
Marketing	150	52
Human Resource Management	150	Nil

2.1.1 Demand Ratio during the year.

Revised Seats Allotted by BSEB for Centralised Admission Procedure at UG Levels.

Note:-This data excludes number of students at Intermediate (Arts/Science/Commerce) levels.

Name of the programme	Number of Seats available	Number of application received
1. Bachelor of Arts (Hons.)		
Economics	256	Through centralised
English	256	procedure of on-line
Geography	514	admission by Online
Hindi	256	Facilitation System
History	514	for Students Bihar
Pol. Science	370	School Examination
Psychology	514	Board, Patna
Music	150	
Philosophy	150	
Rural Economics	150	
Ancient Indian History	300	
Sociology	150	
Anthropology	150	
Home Science	150	
Maithili	150	
Sanskrit	150	
Urdu	150	
Persian	150	
Math	150	
2. Bachelor of Science (Hons.)		
Chemistry	220	
Mathematics	220	
Physics	220	
Zoology	220	
Botany	128	
3. Bachelor of Commerce(Hons.)		
Accounting & Finance	668	
Marketing	150	
Human Resource Management	150	

Note:- Admission is going on.

2.2. **Catering to Student Diversity**

2.2.1. student- Full time teacher ratio (current year data)

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Year	Number of Students enrolled in the institution (UG)	Number if Students enrolled in the institution (PG)	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teacher both UG and PG Courses
2015-18	2451	NA	126	NA	126 (UG only)

2.3.**Teaching- Learning Process**

2.3.1. Percentage of teachers using ICT for effective teaching with Learning Management-System (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 Class Rooms	Number of Smart Class Rooms	E-resources and techniques used
126	20	05 Projectors 16 Desktops 06 Three in one Printers Spoken Tutorials Open Learning Source Materials developed in IIT Mumbai in collaboration with MHRD, Govt. of India.(500 Students enrolled in college) SWAYAM developed by HRD (College is a chapter of SWAYAM Programme. Resources available by MOOCS. Course materials for UG & PG classes in streams, Science, Commerce & Arts are available.	02	02	SWAYAM, UGC Spoken Tutorial, IIT Mumbai E-Pathshala Online courses Youtube, Wikipedia other on-line materials, suggestions and guidance to students for using available online materials in different subjects.

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		We have free Wi-Fi facilities. Students are using all available e-resources.			

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

Mentoring of Students is an essential feature to all our students having varied background. Student membership has the following aims:-

(a) To enhance teacher- student contact.
(b) To enhance students' academic performance and attendance.
(c) To minimise student drop-out rates.
(d) To identify and understand the status of slow learners and encourage advance learners.
(e) To render equitable service to students.

We have almost 24 departments in the college. Our departmental Heads, under thesupervision of IQAC, have been assigned with responsibilities to implement strategic students mentoring system in the institution. The HoDs have been directed to divide Students in the ratio of teachers and provide students, especially slow learners and learners from weaker-sections, mentoring benefits. They have been also asked to arrange tutorial type classes/remedial classes/doubt- clearing sessions for such students. In addition, our teachers meet eagerstudents in teachers' room and give opportunities to students for interactions. As such, we have formed healthy rapport with students who happily avail themselves of the tips, we provide.

We also arrange career counselling and expert guidance for those students who are in need. The IQAC plays pivotal role in rendering this type of service to students.

The IQAC has taken the initiative of implementing the mentoring of students. Students are categorised based on the streams of studies and also according to their subjects. Each group is assigned a teacher-mentor, who would perform mentoring duties. A mentoring format with guidelines is prepared by the IQAC to ensure uniformity.

(a) Mentors maintain and update the mentoring format which contains space for entering particulars and performance of student (class tests, monthly attendance records, etc.)
(b) After collecting all necessary information, mentors are expected to offer guidance and counselling using, as and when required.
(c) It is the practice of mentors to meet students individually or in groups.
(d) In isolated cases.parents are called for counselling/special meetings with the Principal at the suggestion of the mentor.

(e) If a student is identified as having weakness in particular subject, it is the duty of mentor to apprise the concerned subject teacher.

Our NSS units and NCC wing of college are dynamically active in inculcating moral values/social values and the values concerning social harmony and national integration.We are hopefully getting better outcomes on behalf of NSS/NCC activities among students. Through drills, parades and other activities, students' physical health is additionally getting built-up.

Number of students enrolled in the Institution	Number of Fulltime teachers	Mentor: Mentee Ratio
2451	126	_____

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.
136	126	10	Nil	123

2.4.2. Honours and recognitions 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, and international level.	Designation	Name of the award, fellowship received from Government or recognized bodies
2018	1. Prof. VidyanathJha	Principal	"Mithila SewaSamman" (National level)

2017	2(A).Dr. Mohammad Shaukat Ansari	Associate Professor of English	"Certificate of Honour" for gracious work in the field of education by AnjumanTaraqqui-e-Urdu Bihar, Patna. Dated - 18.10.2017 (National Level)
2017	(B) Dr. Mohammad Shaukat Ansari	Associate professor of English	"Certificate of Appreciation and Memento" awarded by Dighiyar WelfareOriganisation, Darbhanga(Registered) for contributions in education, teaching and social services Dated - 26.09.2017 (State Level)
2018	(C) Dr. Mohammad Shaukat Ansari	Associate Professor of English	"Certificate of Achievement" awarded by intentional Journal of English Language, Literature in Humanities (Peer Reviewed Refereed Journal) Dated - (International level)
2018	(D) Dr. Mohammad Shaukat Ansari	Associate Professor of English	"AtalShikshakSamman" by AkhilBhartiyaShikshakMahasangh Dated – 05.09.2018 (National level)

2018	3.Dr.Ambrish Kumar Jha	Associate Professor of Economics	"Bharat ShikshaRatan Award" for Best personalities (Certificate of Excellence) awarded by Economic Growth Foundation, New Delhi dated - 07.04 2018 (National level)
2018	4. Professor Prem Mohan Mishra	Professor &HoD of Chemistry	Nominated as Convenor, Maithaili Advisory Board, SahityaAKadamy, New Delhi
2017	5. Dr.Vinod Kumar Mishra	Assistant Professor (Senior scale) of Commerce	"Award for Professors With Excellence in Teaching in Higher Education", awarded by South Asia Management Association, **Thailand** Dated - 04.12.2017 (International level)
2018	6.Dr. Anil Kumar Choudhary	Assistant professor of History	"Certificate of Merit" (Training Year 2017-18) for Most Enterprising Male ANO NCC GP HQ, Muzaffarpur, Bihar (Dated-02.02.2018) (State Level)

Editorial Board Member

Year	Name of teachers	Designation	Recognition in the areas of research
2017 – 18	Dr. Mohammad Shaukat Ansari	Associate Professor of English	1. Member on Editorial Board, Journal of English Language, Teaching and Applied Linguistics (JELTAL) 2. Member on Editorial Board, Journal of Language Teaching and Research (JLTR) 3. Member on Editorial Board, International Journal of Educational Investigation (IJEI) 4. International Journal of

			English Literature and Social Sciences (IJELS) Impact factor – 4.461
2018	Professor ManjuChaturvedi	HoD, English	Member of Editorial Board, International Research Vision (IRV)

2.5 **Evaluation Process and Reforms**

2.5.1 Number of days from the date of Semester and/year 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 if Semester-end/year-end Examination
Exams & results come under the direct responsibility of University.				

Note: As per the university guidelines and academic calendar.

2.5.2 Reforms initiated on Continuous Internal Evaluation (CIE) System at the institutional level (250 Words)

We organise doubt-clearing sessions at intervals during academic year. We also arrange tutorial/remedial classes as per requirements and as such we evaluate the outcomes of learning /teaching mechanism. We discuss the pros and cons of outcomes/feedbacks/levels of interest of our students. The IQAC then decide further actions of plan in the matter.

Since we have University guidelines and patterns to follow and implement, we have developed strategies towards periodical tests (both theory and practical) of our enrolled students at college level.

We are also particular for the regular attendance of students. We have made at least 75% of attendance compulsory. And we are pleased to note that our students fulfil more than 80% of attendance. We also remain in constant touch with guardians. We send written correspondence to that guardian whose ward shows slackness in attending classes.

In our institutional view and vision, assessment of performance is an integral part of teaching and learning process. As a part of sound educational strategy, the institution adopts centralized continuous internal evaluation (CIE) System is asses all aspects of a students development on a continuous basics throughout theyear. Students are made aware of the evaluation process through the falling the academic year through public address system of the college.

➢ Teaching Plan contains evaluation procedures.
➢ Academic calendar with CIA Exam dates.
➢ Orientation on changes and amendments in the evaluation process through tutorial Meetings.
➢ Display in the College and Department Notice Board.

2.5.3 Academic calendar prepared and award for content of Examination and other related matters(250 Wards)

We follow the Academic Calendar, introduced, stipulated and implemented by the University. We cover the syllabus during the stipulated time and then allow students to apply for final examinations which are supervised and conducted, and whose results are declared itself by the university.

2.6 Student Performance and Learning Outcomes.

2.6.1 Programme outcomes, programme specific outcomes and course outcomes for all programme offered by the institution are stated and displayed in website of the institution (to provide the web-link)
The web-link - **www.mlsmlnmu.ac.in**

2.6.2 Pass percentage of students

Programme code	Programme Name	Number of Students appeared in the final year examination	Number of Students passed in final Semester/year examination	Pass percentage
03 Year Degree Course Session- (2015-2018)	**B.A.(Hons.)**	**1135**	**608**	**53.5%**
	B.Sc. (Hons)	**370**	**316**	**85%**
	B.Com. (Hons)	**468**	**432**	**92%**
Industrial Fish and Fisheries (Job-oriented Programme 2018	**B. Sc. (IFF)**	**28**	**16**	**57%**

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 web-link) :**In process**

CRTERION III- RESEARCH, INNOVATOINS ANDEXTENSION

3.1 **Resource Mobilization for Research**.

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

Nature of Project	Name of Investigator/ Department	Duration	Name of the funding Agency	Total Grants sanctioned	Amount Received during the Academic
Minor Research Project	1.Dr. Mohammad Shaukat Ansari (Department of English)	The projects submitted this year (2018)	University Grants Commission, Kolkata	235,000/-	190,000/- Vide letter No.PHBO/13-14 ERO-18.03.
	2.Dr.Ambrish Kumar Jha (Department of Economics)			200,000	
	3.Dr.MadhavChoudhary (Department of History)		"	275,000/-	1,40,000/- Vide letter No-PHB-/14-15ERO/03/0211
	4.Dr.Bimal Kumar Choudhary (Department of Psychology)		"	300,000/-	2,12500/-/ PHB-062/13-14/ERo-18.03.14
	5.Dr. Ashok Kumar Jha (Department of Sociology)	"	"	290,000/- 295,000/-	2,20,000/-/PHB-64/13-14/ERO-18.03.14
	6.Dr. Md. Shahid Hassan (Department of Sociology)	"	"		215,000/-/PHB065/13-14 /ERO-18.03.14
	7.Dr.NarendraNarainChoudhary (Department of Commerce)	"	"	2,00000/-	
	8.Dr. Md. Aftab Ashraf (Department of Urdu)	"			2,22,500/-/PHB-66/13-14/ERO-18.03.14
	9.Dr. Anil Kumar Sinha (Department of Hindi)	" "	" "	250,000/- 260,000/-	145,000/-/PHB-064/14-15/ERO-03.02.15 19,0000/-/PHB-067/13-14/ERO-18.03.14 19,0000/-/PHB-070/

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/ Community Activity	Name of the Department	Date
1. Blood Donation camp on college campus.	College NSS Units, Sponsored by HDFC Bank Darbhanga.	06.12.2017
2. Blood Donation Camp on college campus	Students' Union	08.05.2018
3. Summer Internship programmes (Cleanliness Campaigns, Plantations, Pledge- taking, Door to Door Campaigns against the ills of society like child-marriage, dowry etc. Rallies to increase awareness- in three villages. Village heads, social workers, middle schools and their headmasters,NSS Volunteers, school children and Forest Department were actively involved for about 15 days.	College NSS Units, Social Workers of three Villages & District Forest Department	01.07.2018 to 14.07.2018
4. ParyawaranDiwas (Symposium, Plantation, Sanitation	NSS	05.06.2018
5. Seminar on Herbal Farming	Department of Botany	31.07.2018
6. Van Mahotsav	NSS+ Forest Department District Administration	01.08.2018

3.2.2   Awards for Innovation won by Institution/Teachers/Research Scholars/Students during the year.

Title of the Innovation	Name of the Awardee	Awarding Agency	Date of Award	Category

Certificate of Appreciation	India Association of Physics Teachers, Kanpur	Do	30.09.2017	NA
Invitation for KavitaPaath to Dr.Mohmd. Aftab Ashraf, HoD, Urdu	SahityaAkademi, New Delhi	Do	13.08.2018	NA

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

Incubation Centre	Name	Sponsored by
IN PROCESS		

Name of the Start-up	Nature of Start-up	Sate of Commencement
IN PROCESS		

3.3 Research Publications and Awards.

3.3.1   Incentive to the teachers who receive recognition/ awards.

State	National	International
College has resolved to facilitate such teachers whenever any such occasion arises.		

3.3.2   Ph. Ds. awarded during the year (Applicable for PG College, Research Centre).

Name of the Department	No. of Ph. Ds. Awarded
NA	NA

No. of Ph.D. Dissertations supervised by our faculty members during the year.

Name of the faculty member	Department	No. of Ph.D. dissertations supervised during the year

1. Dr.Rishikesh Kumar	Department of Zoology M.L.S.M. College, Darbhanga.	03 (Notified on 18.05.2018 3030.07.2018 06.08.2018)
2. Dr.MadhabChoudhary	Department of History	03 (Notified on 01.12.2017 29.03.2018 23.05.2018)
3. Dr.Ajit Kumar Choudhary	Department of Physics	01 (Notified on 12.09.2017)
4. Dr.VinayNathJha	Department of Geography	02 (Notified on 25.01.2018 04.05.2018)
5. Dr.Vinod Kumar Mishra	Department of Commerce	03 (Notified on 25.11.2017 14.08.2018 20.08.2018)
6. Dr.Hiteshwar Singh	Department of Mathematics	01 (Notified on 09.12.2017)
7. Dr.Vinay Kumar Jha	Department of Sanskrit	01 (Notified on 04.07.2018)
8. Dr. Ajay Kumar Jha	Department of English	01 (Notified on 02.06.2018)
9. Prof. (Dr.) Prem Mohan Mishra	Department of Chemistry	01 (Notified on 02.08.2018)

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

National/International/Local	Department	No. of Publications	Average Impact Factor, if any
National	Prof. VidyanathJha (Principal)	03	_____
International	"	01	_____
National	Department of English (Dr. Mohammad Shaukat Ansari	01	_____
International	"	02	Impact Factor 5.7
National	Department of Maithili (Dr.UshaChoudhary)	02	
National	Department of Chemistry Professor Prem Mohan Mishra	05	
National	Department of Botany Dr.Anand Mohan Mishra	04	
National	Department of History Dr.MadhabChoudhary	02	
International	Department of Zoology Dr.Rishikesh Kumar	01	Impact Factor 4.441

3.3.4 Books and Chapters in edited volumes/Books Published, and papers in National/ International Conference Proceedings per Teacher during the year.

Department	No. Of Publication
Prof. VidyanathJha (Principal)	Book Published-01
Prof. Prem Mohan Mishra (HoD, Chemistry)	Books Published -02
Dr. Mohammad Shaukat Ansari (Associate Professor of English	International Conference Proceedings Paper -01
Dr.MurlidharJha (Associate Professor of Maithili)	Books Published -02
Dr. Md. Shahid Hassan (Associate Professor of Sociology)	Books Published -01
Dr.Vinod Kumar Mishra (Assistant Professor (Senior Scale) of Commerce)	Conference Proceedings Paper-01

3.3.5 Bibliometrics of the Publications during the last Academic year based on average citation index in Scopus/web of Science or Pub med / Indian Citation Index.

Title of the Paper	Name of the out her	Name of the Journal	Year of Publication	Citation Index	Institutional Affiliation as mentioned in the publication	Number of Citations excluding self citations
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3.3.6   h- Index of the institutional Publications during the year. (based on Scopus/ Web of Science)

Title of the Paper	Name of the author	Name of the journal	Year of the Publication	Number of citations excluding self citations	Institutional affiliation as motioned in the publication

1. Synthesis and Structural Elucidation of Complexes of Some 3d – Series Divalent Transition Metals with 2 – hydroxyl – 4 – Nitro AcetophenoneHyderazone Schiff Base-Ligand	Prof. Prem Mohan Mishra HoD, Chemistry	Oriental Journal of Chemistry	2013	02 Year – 2017 – 18	M.L.S.M. College, Darbhanga
2. Physico-Chemical Study of Transition Metal Complexes with Schiff's Base Derived from Napthaldehde and Substantiated Aromatic Amines	"	"	2016	02 Year - 2017	"

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

Seminar/workshop/ Conference	International level	National level	State level	Local level
62nd All India English Teacher Conference	-----	Dr. Mohammad Shaukat Ansari (Presented Paper) Dated - 18-20th January-2018	-----	-----
Seminar	Dr. Mohammad Shaukat Ansari (Attended) Dated 06-07thJanuary-2018	------	------	------

Seminar	------	Dr. Mohammad Shaukat Ansari , Department of English (Attended) Dated 12-14th January–2018	------	------
Seminar	------	Dr. Mohammad Shaukat Ansari , Department of English (Attended) Dated - 10th August 2018	-----	-----
Seminar	------	Dr.UshaChoudhary, Department of Maithili (Presented Paper) Dated 08-09th March-2018	------	-----
Seminar	------	Dr.VinayNathJha, Dept. of Geography (Presented Paper) Dated-28th March 2018	------	------
Conference	------	Dr.VinayNathJha Det. of Geography (Presented Paper & Chaired technical session) Dated – 17-18th March 2018	------	------

Seminar/Workshop/ Conference	International level	National level	State level	Local level

Conference	Dr.Vinod Kumar Mishra Dept. of Commerce (Presented paper) Dated 08-09th December 2017 dated 08-09th December-2017	Dr.Vinod Kumar Mishra Depart. Of Commerce 1 (presented Paper) dated 12-14th October-2017 2. (Attended) Dated – 16th January 2017	----	----
Workshop	-----	Dr.Sudhir Kumar Dept. of Physics (Attended) Dated-21-27th July-2018	Dr.Sudhir Kumar, Dept. of Physics (Resource Person at B. Ed Workshop) Dated-20-31st May 2018	-----
Conference	Dr.Naremdra Narayan Choudhary (HoD, Commerce) (Presented Paper) Dated 08-09th December 2017	------	-----	-----

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Workshop	-----	-----	Dr. Md. Anisur Rahman Dept. of Mathematics (Attended) Dated 10-12th April 2018	-----
Symposium	-----	-----	Dr.Rishikesh Kumar (Depart. Of Zoology) (Participated) Dated-26th May-2018	-----
Seminar	-----	Prof. MajuChaturvedi HOD, English (Presented Paper) Dated - 02-03rd February 2018	------	-----
Seminar	-----	-----	Prof. ManjuChaturvedi, HoD, English (Attended) Dated - 27th July 2018	-----
Conference	Dr.Ambrish Kumar Jha. Dept. of Economics (Attended) Dated- 08-09th December2018	------	------	-----

Conference	Dr.Mamta Rani Thakur Dept. of Music (Presented paper) Dated – 08 – 10th March 2017	Dr.Mamta Rani Thakur Dept. of Music (Presented paper) Dated – 16th September 2017	------	-----
Seminar	-----	Prof. VidyanathJha Principal Chaired technical session Dated – 10th August 2018	------	------

3.4 Extension Activities.

3.4.1 Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisation 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 Co-ordinated Such activities	Number of Students participated in Such Activities
NCC			
1. ShauchalayaNirmanJagrukta Rally, Essay Competition.	College NCC Unit in collaboration with 8 Bihar Battalion NCC, Darbhanga.	NCC- Officer,Dr. Anil Kumar Choudhary, Dept. of History NCC Rank- Captain	37 Cadets
2. Pulse- Polio Awareness Rally	"	"	42 Cadets

3.	Raising of NCC in MRM College Darbhanga.	"	"	13 Cadets
4.	Swachhata Rally	"	"	53 Cadets
5.	SwachhtaSamaroh by News paperThe Hindustan, Darbhanga.	The Hindustan (Hindi daily)	"	42 Cadets
6.	MahapurushonkiMurtiyonkisaafsafai	"	"	35 Cadets
7.	Seminar on Swachhata	"	"	54 Cadets
8.	Participated in Campslike-Combined Annual Training Camp, Annual Training Camp, National Integration Camp, Rock Climbing, Army Attachment, Inter Group Governor Banner Camp, All India Tracking Camp, etc (Round the year)	"	"	As per Vacancies Allotted

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9.	Every year "B" and "C" certificate Exams are Conducted by NCC	"	"	"B" Certificate Cleared by 26 Cadets. Result of "C" Certificate awaited
NSS				
1.	Seminar on "Herbal Farming" Dated - 31.07.2018	College NSS Units		150
2.	"Forest Day", Seminar on "The Relevance of Plantation and Saving Trees" Dated-01.08.2018 (DM of Darbhanga Spoke as Chief Guest)	College NSS Units in collaboration with District Administration and District Forest Department	30	100
3.	Summer Internship Dated - 01 July 2018 to 14 July 2018	Middle School of three villages, Mukhiyas and social workers along with college NSS units were involved		27 Volunteers 3 Team Leaders
4.	RaktDaan Camp (Blood Donation Camp) Dated - 06.12.2017	HDFC Bank, Darbhanga and College NSS Units		10 Students (donated blood)
5.	Youth Day Programme on Role of Students in Empowering Democracy Dated-12.01.2018	College NSS Units and College Management and IQAC		70 Volunteers
6.	SamajikChetnaDiwas, Seminar on "	College NSS Units College Management	20	70 Students

Dr.BhimraoAmbedkar's Synchrony Days & Social Neutrality" and "Essay Competition" Dated-14.04.2018	and IQAC		
7. "ParyavaranDiwas" and Symposium, Plantation and Sanitation done Dated-05.06.2018	College NSS Units College Management and IQAC	10	80 Students
8. " International Women's Day" Dated-08.03.2018	College NSS Units and Local Thanas Women Cell.	05 (female teachers)	90 Girl Students 20 Boy Students
9. One day Seminar on "Cleanliness Drives" & Quiz Competition" Dated-12.01.2018	College NSS Units and IQAC	15	64
10. One Day "Workshop cum-Counselling on Moral Values". Dated-25.01.2018	Red Ribbon Club Darbhanga	10	40 Volunteers
11. Invitation for Internship Completion Certificate for College NSS. Interns Dated -29.08.2018)	By Ministry of Drinking Water and Sanitation, Govt.of India		
12. Olympiad Centre	National Board of		

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(Maths, Physics, Chemistry, Biology, Astronomy)	Higher Mathematics, Department of Atomic Energy, BARC, Mumbai &HomiBhabha Centre of Science Education under Tata Institute of Fundamental Research		

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

Name of the Activity	Awards\recognition	Awarding bodies	No. of students
-------	-------	-------	------

3.4.3 Students participating in extension activities with Government Organisation ,Non-Government Organisation 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 coordinated such activities	Number of Students participate in such activities
Please find the details of activities in point 3.4.1				

3.5. **Collaborations**

3.5.1 Number of collaborative activities for research, faculty exchange, student exchange during the Year.

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Nature of Activity	Participant	Source of financial support	Duration
Collaborative Research in Material Science, VECC, Kolkata	01 Research Scholar (Mr.Mirtunjay Kumar Mishra)	Self- financing	02 Years

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-To**)	Participant
Process being envisaged				

3.5.3. Mo Us signed with institutions of national, international importance, other universities, industries, corporate houses etc- during the year

Organisation	Date of Mo U signed	Purpose and Activities	Number of students/ teachers participated under M o Us

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Royal Society of Chemistry, London with Yusuf Hamid Inspirational Programme & Association of Chemistry Teachers, Mumbai	March 2018	Workshop for Science Teachers	Students& Teachers - 60

CRITERION IV- INFRASTRUERURE 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
2,15,00,000/-	2,03,40,760/-

4.1.2 Details of augmentation in infrastructure facilities during the year

Facilities	Existing	Newly added
Campus area	6351.65sq.mtrs	___
Classrooms	15 Classrooms	06 Classrooms
Laboratories	06 Laboratories	Darkroom (Physics) + 01 (Home Science)
Seminar Halls	One	___
Classrooms with LCD facilities	In Process	___
Classrooms with Wi-Fi/LAN	Wi-fi facilities in all classrooms	___
Conference Halls with ICT	one	___

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facilities		
Video Centre	In process	____
No. of important equipments purchased (≥1-0 Lakh) during the current year	1 Soxhlet Plant Extractor 2 Thin Layer Chromotograph 3 Water Quality Analyser 4 Soil Quality Analyser	
Value of the equipment purchased during the year (Rs. In Lakhs)	____	____
Toilets	Three	Attached-04 Separate 01 for male Separate 02 for female
Others	Well –equipped IQAC Office, Well – furnished Principal Office, General Section Office, Account Section Office, Bursar's Office, Students' Union Office, Admission Counters, Examination Department Office, E-Pathshala Office including 08 desktops with wi-fi network, Playground.	Sports Office

4.2 Library as a Learning Resource.

4.2.1 Library is automated (Integrated Library Management System- ILMS).

Name of the ILMS Software	Nature of automation (fully or partially)	Version	Year of automation
	Partially automated		

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4.2.1 Library Services:

	Existing		Newly Added		Total	
	No.	Value	No.	Value	NO	Value
Text Books	13326	Rs. 53,30,493/-	Nil	Nil	13326	Rs. 53,30,493/-
Reference Books	8886	Rs. 44,43,327/-	348	Rs. 1,97,643/-	9234	Rs. 46,40,970/-
E-Books	------	------	------	------	------	------
Journals	392	Rs. 1,15,419/-	Nil	Nil	392	Rs.1,15,419/-
E- Journals	-----	In Process	------	------	------	------
Digital Database	------	------	------	------	------	------
CD& Video	------	In Process	------	------	------	------
Library automation	------	------	(partially done)	------	------	------
Others (Specify)	Renewal of INFLIBNET- NLIST done					

4.3 IT Infrastructure

4.3.1 Technology Upgradation (Overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available band with (MGBPS)	Other

Existing	15	01 (with E-Pathshala)	Wi-Fi Campus	Wi-Fi Campus	01 + E-Pathshala	11	08 + 01 Male Teachers Room + 01 Female Teachers Room	10.75 Download 9.17 Upload	01Boys Common Room 01Girls Common Room
Added	------	------	------	------	------	------	------	------	------
Total	15	01	-----	------	01	11	10	------	02

Note:- Biometrics System is used for the attendance of Teaching & Non- teaching staff

4.3.2Band with available of internet connection in the Institution (Leased line).

10.75 Download/9.17 Upload 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
In Process	

  4.3.4 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
Prof.Prem Mohan Mishra	In process	In process	In process

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
5,00,000/-	3,00,000/-	2,15,00,000/-	2,03,40,760/-

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)

Our college ensures proper upkeep of its infrastructure facilities and equipment by carrying out periodic maintenance drives. The teaching and tutorial rooms are regularly cleaned. College takes great care to ensure hygiene for its staff and students by providing safe drinking water, clean canteen premises and regular cleaning of washrooms. College's inherent tendency to maintain clean and green in a way automatically contributes to maintenance of a healthy infrastructure and environment, there are care - takers and gardeners appointed for the same.

We have a number of committees, dedicatedly working towards the initiation and execution of procedures and policies for maintaining and utilising our institutional physical, academic and support facilities, such as laboratories, libraries, sports complex, computers, class rooms etc.

We have Development Committee wherein any proposal regarding new construction/extension/infrastructural facility is kept for deliberations. The Principal is the chairman and

the IQAC Co-ordinator is an invitee member in the committee. A proposal is discussed and then given approval by the committee. We have purchase committee that finalises the purchase of any equipment or any educational supporting item through the invitation of quotations. The Account Sections plays a mediation role in purchase. Before placing the matter regarding purchase we hold the meeting of concerning Departmental Heads and as such seek their proposals. The same mechanism is taken into action when Textbooks/Journals/reference books are purchased. We also involve college Library Committee in the making of decision.

The time to time renovationof sports complex is decided by the same Development Committee.

We have Building Committee also when required, meeting of this committee is held under the chairmanship of the Principal. This committee decides how to maintain existing classroom facilities for how to increase the number of class rooms and also how to retain the glamour of campus with environmental -friendly additions.

We hire technical supports from local service centre /suppliers for the maintenance of computers, printers, xerox machines, projectors, sound system etc.

We also hire IT experts for the healthy well-being of electronic items, specially our Wi-Fifacility.

It is to be underlined here that our university has already nominated an off campus senior teacher as University Representative (UR).He attends our meetings of Development Committee and Building Construction Committee, and, after discussion, approves the resolution unanimously taken.

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	1. Free studentship 2. Poor Boys' Fund	12.5% (700 students) 30 students	____ 6009/=00

Financial Support from other sources			
a) State Government	"Post- matric Scholarship" (Welfare Department of Backward Classes and Extremely Backward Classes) Govt. Of Bihar, Patna	SC = 161 OBC = 362	4,64,446/=
b) National	"MdShamshuddin Scholarship" by MadhavMaharoopiTrust, New Delhi	02	13000/=

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Soft Skill Development & Employability-oriented Workshop	30/08/18	50	Distance Education Directorate, LNMU Darbhanga
Yoga & Meditation Programme	21/06/18	55	IQAC & College Management

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

Year	Name of the scheme	Number of benefited students by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
April 2018	"Free Minorities Coaching for Competition" Sponsored by Minorities Welfare Department, Govt. Of Bihar, Patna	60	To appear at the competitive exams in Banking, Railways and SSC Sectors.	Coaching for preparation is going on	Coaching for preparation is going on

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	No. of grievances redressed	Average number of days for grievance redressal
00	NA	NA

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

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| ------- | -------- | -------- | -------- | -------- | -------- |
| | | | | | |

5.2.2   Student progression to higher education in percentage during the year

Year	Number ofstudents enrolling into higher education	Programme graduated from	Department graduated from	Name of institution Joined	Name of programme admitted to
2018	20	B.Sc.	Deptt. of Chemistry	PG Deptt. of Chemistry, P.G Centre of CM ScienceCollege	M.Sc.(Chemistry)
Procurement of further data in process					

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

Items	No. Of Students Selected/qualifying	Registration Number/Ro number for the exam.
NET		
SET	Fresh data collection mechanism yet to be devised	
SLET		
GATE		
GMAT		
CAT		
GRE		
TOEFLL		

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Civil Services	
State Govt. Services	

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

Activity	Level	Participants
Football Tournament (Participation),Chess Tournament (Participation), Kabaddi Tournament	Inter college at Begusarai Inter college at C.M. Science college, Darbhanga Inter College	16 02 12

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/international	Sports	Cultural	Student ID Number	Name the Student
2018	4th Position in Inter college chess tournament	University Level & National Chess Tournament	Chess	------	KajalKumari	KajalKumari
2017	1st Prize (Gold Medal)	University Level (Inter College Youth Festival)	-	Classical Dance	947	SwarnimUpadhaya
2017	1st Prize	State level (Kala SanskritiawamYuvaVibhag, Bihar)		Classical Dance	947	SwarnimUpadhaya

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2017	Participated and Justified her histrionic Talent	International level (International Multilingual Youth Play, Dance and Music Competition Mohan's Rang Mahotsav-2017 By Mohan's AbhinayaSanskritikSansthan, Mathura in association with UNESCO		Odissi/folk dance	947	SwarnimUpadhaya
2017	2nd Prize (Silver Medal)	University level, (Inter College Youth Festival)		Elocution	Ujjwal Kumar	Ujjwal Kumar
2017 (November)	Successful Completion of three courses under"Kaushal Yuva programme"(KYP) BS-CIT BS-CCS BS-CSS Courses	State Council for Vocational Training Government of Bihar & Bihar Skill Development Mission Government of Bihar	-	-	80 B. Sc. Math (Hons.) Session 2017-20	Diwakar Mishra
2017	Painting Competition Certificate by Bihar Ekvirasat.	State level	Painting	-	551	Jyoti Mala

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2018	"Hindustan PratibhaSamman"	National	Excellent Result in Class xii	-	375	Prashant Kumar
2018	"Hindustan PratibhaSamman"	National	Excellent Result in Class xii			Aditya Vardhan
2017	Certificate of Participation GISS-2017-18 jointly organised by GAIL (India) limited, NYCS Ltd.&AMHC	National	Athletics	-	134	AmarjeetKumar

5.3.2   Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (Maximum 500 wards)

Yes, the college has a Students' Union with its established office. Its constitution is as follows: President, Vice President, Secretary, Joint Secretary, Treasurer and seven Council Members. These office bearers of Students' Union have been elected under the supervision of our L.N. Mithila University.

Students Union in our institution seems to be committed to the values of :

- Mutual respect
- Cooperation and Communication
- Community Service and Leadership
- Academic and Intellectual freedom
- Pursuit Excellence
- Public Accountability
- Diversity

The Students' Union plays substantial role in Academic and Management Sectors. They always arrange "May I Help you" counters for the guidance of students who come to college for taking admission.The office bearers also organise different awareness programmes for society as well as college students like arrangements of "Blood Donation camp", "Cleanliness Drives",programmes related with "Gender Equity", " Anti Dowry Campaign" " Anti Tobacco Awareness", etc.

The Union, in tandem with college management, takes measures to address the problems/grievances/difficulties of students and also sort them out whenever required. In this connection, there is an appreciable rapport between the Students' Union and college Management. The office bearers also remain in continuous touch with the college IQAC, and seek proper guidelines from IQAC members particularly the IQAC Co-ordinator.

We have nominees from union office bearers in our vital committees.

Even we have the President of Union as one member in the composition of our IQAC.

The Students Union organises motivational and learning programmes in collaboration with experienced faculty and the college can boast of outcomes. The Union is, in addition, particular for the needs and grievances of weaker section students and disabled students. The Union collaborates with college management in providing assistances from free studentship scheme, poor boys fund scheme, etc.The Union, sometimes motivates local bodies towards students' welfare.

The Union, with active support of NSS and NCC organises programmes for distant villages. The members, the cadets and the volunteers stay at villages in groups, make contact with local social workers and headmasters of local primary and middle Schools. They carry out activities like plantation, motivating parents to send their wards to schools (under the scheme of "Go to School"), suggesting local families to get toilets constructed through the government scheme. They also organise oath-taking drives towards keeping surroundings clean and eco-friendly. Besides these, the girl students make a door to door campaign in order to inspire the female inmates to begin learning/ to become literate/ to maintain hygiene. They convince them with the value of getting educated.

The Union is free to suggest college administration on various academic issues, and it is doing its best too.

The importance of a healthy student-teacher interaction cannot be underemphasised. A teacher's role in a student's life goes beyond the exchange of knowledge. The Union plays a role of link between the teacher and student as per requirement.

5.3Alumni Engagement

5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (Maxim 500 words)

We organise the meetings of Alumni and seek their contributory suggestions, but **the registration of Alumni Association is yet to be done.**

5.3.2 No. Of enrolled Alumni:-   50

5.3.3 Alumni contribution during the Year (in Rupees):- **NA**

5.3.4 Meetings/ activities organized by Alumni Association:-   **02**

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 wards)

Vision

To be a centre for excellence through the process of self-evaluation and continual renewal in all endeavours, namely, learning, teaching, research, consultancy and other related services.

To ensure that our Students will grow to be ideal and accountable citizens, fraternised with traditional and moral values while exhibiting modern outlook too.

Mission

The mission of the college is to impart quality education as well as skills for solving real life problems. We, as an institution and team spirit, strive towards equipping students to meet the challenges modern times by providing an all-round multi-dimensional foundation. We are well aware that we exist for students and do our very best to provide most friendly and growth-oriented ambience.

Practice-I

It is ensured that students find proper relevance and understand the purpose of knowing and understanding the topics give in the syllabi and relate to them. Vibrant classrooms where teachers try to reach out to every student are the real strength of our college and where teachers tactfully face mixed class environment. For slow learners, effortsare made at individual level to help them by turning reading material and the concepts easily comprehensible through several innovative ways. Teachers always strive to deliver the best in the classrooms through modern pedagogy.

Students are continuously mentored on their weak points. Due emphasis is given to written and spoken English so the students from underprivileged background do not develop any inferiority complex and are able to understand the subjects that are taught.

It is to be noted than our departmental heads are at liberty to frame and manage lectures, tutorial classes, practical classes, individual counselling and mentorship systems.

Practice-II

We help students from underprivileged background so that they understand the importance of education. This very idea is nurtured and practiced by our motivated and academically driven faculty in consonance with the learning needs of students.All the stakeholders endeavour to address to the needy and their interest in developing skills, and have been working towards getting and giving the best to them.

As an institution, this core area has ruled the charts of our endeavours and the entire college community has been working towards achieving its defined goals. We have taken up procedures to periodically evaluate our gains as well as lacunae through meetings. The management mediates in sorting out problems. This leads to strengthen our commitment that this area should never take a back seat.

In process, we also engage local guardians to seek their suggestions and guidelines, and implement them whenever and wherever required.

It is to be noted that we have Teachers' Union, Students' Union and Non-teaching Staffs' Union active on campus. They also devise strategies, whenever required.

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

Yes/NO/Partial:-   **Partial**

6.2 Strategy Development and Deployment

6.2.1 Quality Improvement Strategies adopted by the institution for each of the following within 100 words each):

*<u>**Curriculum Development**</u>

Developing Curriculum is not an easy test. It demands to focus on all aspects concerning students' future formation as well as present sharpening. Keeping in view the objectives and needs ofstudents, our institution tries hard to identify and explore resources. We collect and devise materials, develop plans, methods and then proceed. We also arrange smart classes for facilitating students' interests and benefits and for covering curriculum within time-framework. Further we stress on monitoring and continuous assessment as well as evaluation of the taught materials.

This is also a fact that in line with our systems, our curriculum is deigned, framed and implemented by our university. The university, keeping pace with changing academic backdrops and advancing technology, revises subject-wise curriculum time to time and our faculty members render their practical suggestions in the capacity of Syllabus Committee members and also Academic Council member.

*<u>**Teaching and Learning**</u>

Our college understands and appreciates that with the changing scenario, the outlook towards the teaching-learning process has to be changed. Besides the normal procedure of classroom lecture with chalk and talk method, ICT technology is being taken advantage to integrate the varied media for the teaching-learning process. Our laboratories in all science departments are well-maintained and are ICT-enabled because of Wi-fi. We encourage DIY (Do It Yourself) in science laboratories. Students are encouraged to design experiments to test hypotheses. This helps in fostering scientific aptitude among students.

We practice and implement numerous learning and teaching strategies. We believe in active learning process when students engage in activities, such as reading, writing, and discussion problem solving exercises that, in totality, promote analysis, synthesis and evaluation of contents. Our faculty members play the role of facilitator in such activities.

<div align="center">*<u>**Examination and Evaluation.**</u></div>

We believe that examination and evaluation policy is an integral part of learning process during the progression of course.We, at par with university guidelines and also our visions, use a variety of assessment methods in the examination and evaluation process for students, enrolled for UG Courses. In league with our systems, we conduct annual qualifying tests and then forward students for appearance at final exams that are declared, monitored, regulated and conducted by the university. The students are made aware of the patterns of question, and this action enhances their learning procedure. We also use learning tools like tutorials, assignments, debates, quizzes, presentations, case-studies, projects, practical tests, viva- voce and many other devices for students' evaluation and its achievements.

It is to be noted that the conductions of final exams, practical exams, answer-book evaluations and result publications are directly related with the university and its accountabilities.

<div align="center">***Research and Development.**</div>

Research is the foundation of any institution because the quality of education in any college is mainly determined by the parameters of research, done. Students and faculty are made involved into research activities to thrust areas of subjects being taught. Our college has a mechanism   to foster research and development activities among our faculty and students, and students, and to help in providing a particular texture to the academic environment. We have already constituted a Research Board comprising senior and experienced teachers.

The following objectives we endeavour to achieve:

***Promote an encouraging research culture among the students and the faculty.**

***Encourage the faculty to apply for and undertake major or minor research projects**

***Create a well –established research centre in the institution.**

***Create a specific research expertise in the institution.**

***Generate revenue through consultancy services.**

***Provide full autonomy to the principal investigator for smooth implementation of the research projects.**

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*Library, ICT and Physical Infrastructure/Instrumentation

We have sound and supportive infrastructure in our college.We have 13326 text books, 9234 reference books and 392 journals for the benefits of academic mongers. We are trying hard for the face-lift of the library so that it may quench the thirst of learners' needs. In sequence, our institution is registered with INFLIBNET & NLIST bodies.We have well-equipped ICT (information and communication technology). Almost 15 computers with wi-fi connections. The physical infrastructure of our college is also sound. The campus is expanded in 6351.65 square feet. About 21 classrooms, 06 Labs, 02 smart classrooms, one well-decorated and well-equipped Conference Hall, one Seminar Hall, one Dark Room for Physics Hons. students, 06 toilets, etc.

*Human Resource Management

Human Resource Management, in any institution, aims to explore the relationship between the Management and pursuit of goals and objectives. It aims to generate approaches and solutions and harness energies to build a better functioning work place. Our college, with special focus on Human Resource Management, adopts and implements the following relevant steps:

*In addition to the standard benefits available to the faculty from UGC, the college provides additional supports to faculty involved in active research such as granting study leave, reimbursement of registration fees for Seminar/Symposia/Conference etc.

*Faculty is also encouraged to participate in refresher/orientation courses/FDP/FIPs/ICTworkshops.

*Staff development programmes are conducted for faculty.

*Advanced ICT based facilities such as a Wi-Fi enabled campus, direct connection to INFLIBNET-NLIST are provided to the faculty.

*Yoga classes are also organised for students, teaching and non-teaching staff members to ensure and securetheir physical and mental well-being. In series of such activities we, in action, celebrate International Day of Yoga on each 21st June.

*Industry Interaction/Collaboration

Yet to be initiated.

*Admission of Students

For selection of honours subject in Bachelor Degree Programmes, students must have obtained above 45 percent of marks in concerned or equivalent subject as minimum essential qualification.Admission to any courses in the college is carried out as per statutes of the university and strictly on the basis of merit in selection process in admission to any courses. In determining seats for SC/ST, BC, sport person, NCC,

NSS, Scout and Guide, physically challenged &weaker section of the society, women, defence personnels, Music and Art, quota is granted as per Act of the State/Union Government updated time to time. The college strictly follows reservation policies as stipulated by state government.

However, from the session 2018, the admission procedure is totally centralised through BSEB, Bihar, Patna,wherein reservation policies, sports quota and other facilities in the selection of admission are considered on the basis of information given online.

6.2.**2 Implementation of e-governance in areas of operations:**

* **Planning and Development**

All policies and plans are reviewed and approved by the Principal of college in consultation with college Development Committee, General Section Officer and Bursar. The University representative also attends the meeting for such purposes. We have various other committees, and they play mediating roles in the implementation of the action plan. The Implementation progress is reviewed on a periodical bases and it is reported to the University as per requirement. We also involve the University executive engineer when any new infrastructure is to be raised. The IQAC, on the other hand conducts regular interaction with the stakeholders such as teachers, students & parents. Suggestions are noted and forwarded to the Principal for necessary action, sometimes oral information too.

*Administration

The College administration is well- networked with the university. It implements the guidelines of the university in totality. At college level the principal, the Bursar, the Development Committee, the Heads of the department are integrated parts of administrative system. We have other coordinated wings like Examination Department, NCC & NSS Units, Sports Department and other relevant committee to assist management system. The IQAC, however function as a quality monitoring and quality implementation unit of the college.

*Finance and Accounts

We have a full- fledged Account section and one senior teacher is Bursar. We have both internal and external auditing systems. The registered Auditor / CA checks and verifies income and expenditure of college. At the same time, the Auditor/CA from the registered agency approved by the state government/the Chancellor is annually sent by the university to check, verify and audit income & expenditure.

*Student Admission and Support

Admission process is completely centralised through Online Facilitation System for Students (OFSS), BSEB, Patna from the session 2018. Previously, it was through centralized process by the university

itself. During the selection of student for admission reservation quotas are strictly followed. Gender equity is also taken into account.

<p align="center">*Examination</p>

In our university system, final examinations & the publication of their results are fully executed by the university itself. The university publishes dates of exams and dates of results in advance, and as such sessions are made regular.

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
-----	------	------	------	------

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	Dates (From-To)	No. Of Participants (teaching staff)	No. Of Participants (Non-teaching staff)
2017	Computer Enhancement Skills	Computer Enhancement Skills	15th December to 18th December	35	15

2018	Communication Skills Development	Communication Skills Development	11th April to 14th April	40	10

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	Date and Duration (From-To)
Note:- Most of the teachers have already fulfilled the criteria of under taking Orientation Programme & Refresher Courses before.		

6.3.4 Faculty and staff recruitment (No. of permanent/fulltime recruitment):

Teaching		Non-Teaching	
Permanent	Fulltime	Permanent	Fulltime/temporary
-----	------	------	------

6.3.5 Welfare schemes for

Teaching	➢ Fostering Research Oriented Activities for Career-shaping. ➢ Providing retirement gifts. ➢ Salary advance in emergency. ➢ Loan from PF whenever required
Non-teaching	➢ Providing retirement gifts. ➢ Salary advance in emergency ➢ Loan from PF whenever required
Students	➢ Facilitation of benefits from different scholarship programmes. ➢ Supporting students from Poor Boys Fund.

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	➢ Free studentship (12.5%) to deserving students. ➢ Incentives to winner/runner students in any activity of sports/games. ➢ Encouraging and supporting student to participate in national events, such as student parliament. ➢ Providing moral encouragement to student in engaging themselves into community services and making due places in society. We provide financial support such students also. ➢ Merit scholarship to students achieving academic excellence.

6.4 **Financial Management and Resource Mobilization**

6.4.1 Institution conducts internal and external financial audits regularly (Within 100 words each)

Internally we keep records of amounts on expenses and amounts in balances. The Bursar, Account section in consultation with the principal keeps eyes on financial matters. Internally CA is used. The university has and established system to get financial income &expenditure audited through its own agency i.e nominated Auditor/CA (approved by state govt./Chancellor) annually. The Auditor/CA minutely examines and verifies all related papers and files.

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/Grants received in Rs.	Purpose
Association of Chemistry Teachers, Mumbai	7500/-	for observing National Chemistry Day.
MillatTeachers Training College, Madhubani	20,000/-	National Seminar on Green Chemistry
Royal Society of Chemistry, London.	Met boarding expenses of 02 experts from Bangalore approx. 40,000/-	Workshop for Science Teachers

6.4.2 Total corpus fund generated

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	Yet to be started			
Administrative				

6.5.2 Activities and Support from the Parent-Teacher Association (at Least three):-

<div align="center">

Under Negotiation

</div>

6.5.3 Development programmes for support staff (at least three):-

- Computer Training
- Language Skills Training
- Individual Suggestion, too

6.5.4 Post Accreditation initiative (s) (mention at least three):-

1. College has started the practice organising seminar in honour of the retiring teachers on the date of superannuation.

2. Government of Bihar has only selected this college in Darbhanga district for free coaching classes for minorities.

3. Encouraging students to apply for seeking stipend benefits.

6.5.5

a. Submission of Data for AISHE portal: (Yes/No)-**Yes**

b. Participation in NIRF: (Yes/No)-   **Initiated**

c. ISO Certification: (Yes/No)- **Initiated**

d. NBA or any other quality audit: (Yes/No)-   **No**

6.5.6 Number of Quality Initiatives under taken during the year

Year	Name of Quality initiative by IQAC	Date of conducting activity	Duration (From-To)	Number of participants
2017	I. Go green initiative on campus and off campus.	01.07.2018	01.07.2018-14.07.2018	45
2018	II. Enrichment of communication skills for students through spoken English	17.04.2018	17.04.2018-20.04.2018	53
	III. Initiatives taken towards organising seminars/conferences.	Note:- Data available on previous pages.		
A novel step to reach out to students and discuss the issues faced by them concerning studies, their career, their passions, etc has been taken, and the IQAC has been constantly and positively working towards it.				

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-To)	Participants	
		Male	Female
International Womens'Day	08.03.2018	20	95

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7.1.2   Environmental Consciousness and Sustainability /Alternate Energy initiatives such as:Percentage of power requirement of the college by the renewable energy sources

1. Wi-Fi system of the college is run through SolarEnergy System
2. Practical classes in Physics Department through Solar Panel
3. Plantation drives on campus and off campus both
4. Other awareness programmes like "save earth", "go green", "think green" done by NSS.
5. LED bulbs are used to save power
6. Slogans like "Jal Hi JeevanHai", Swasth Bharat, Swachh Bharat" are getting propagated on premises

7.1.3 Differently abled (Divyangjan) friendliness

Items facilities	Yes/No	No. of Beneficiaries
Physical facilities	NO	---------
Provision for lift	NO	----------
Ramp/Rails	Yes	20
Braille software	NO	----------
Rest Rooms	NO	----------
Scribes for examination	Yes	----------
Special skill development for differently abledstudents	No	----------
Any other similar facility	No	----------

7.1.3   Inclusion and Situatedness.
Enlist most important initiatives taken to address locational advantages and disadvantages during the year.

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff
2018 NSS NCC				1) Cleanliness Drives 2) Cycle rally for environmental awareness and educating people about eco-friendly transport systems.	___ ___	45 20
				3) Cleaning of statues of great personalities.	-	35
				4) Plantation Drives	-	95
				5) Marches for noble causes	-	46
				6) Human chains from college to University against dowry and child marriages.	-	995

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7.1.4   Human Values and Professional Ethics

     Code of conduct (handbooks) for various stakeholders.

Title	Date of Publication	Follow up (maximum 100 words each)
Save tree save environment	16.08.2018	Trees are great donors. They keep giving their services in the form of fruits, flowers, medicines, herbs or shelter selflessly. They significantly absorb the most harmful carbon dioxide gas and in return provide us the pure oxygen. Trees contribute to soil health, retain water, and cool over-heated urban areas. Deforestation is creating many environmental problems such as pollution, global warming, soil-erosion,etc. It is high time to save trees for our own future. It is an urgent need that each one of us plants at least one tree.

7.1.5   Activities conducted for promotion of Universal Values and Ethics.

Activity	Duration (From-To)	Number of participants
At present, we have a system to organise induction programme at the outset of every session wherein we try to motivate our students towards Ethical values and Universal Values.We motivate them in our introductory classes, too.		

7.1.6   Initiatives taken by the institution to make the campus eco-friendly (at least five)
1) Plantation inside/ outside campus
2) Sanitation drives inside /outside campus
3) Removal of partchenium weeds outside campus
4) Solid waste management
5) Rain water harvesting.

7.2 Best Practices

Describe at least two institutional best practices.

1. **Green Campus/Clean Campus**

Our College,with vibrant supports of NCC wing, NSS units, IQAC,Students Union and organising Awareness Programmes, lays greater emphasis on keeping campus green and clean. Even we undertake our activities to make the localities green and clean. We have taken plantation drives

on large scale.We have taken steps towards the maintenance of trees and plants, also. We spread the ideologies and practices of slogans like- "Green Living " "Eat Green" "Go Green Society" "Go Green in Your Daily Life", "Adopt Green Technologies, " Go Green Social Responsibility", etc. We also diligently promote cleanliness on campus and off campus. We have achieved encouraging outcome as yet.

2. **Strategies for students from Weaker Sections/Rural Background**
   As a part of our visions, the college has adopted following strategies for promoting over all development of the students from the weaker sections and students from rural background:
   - Special classes for students of weaker sections.
   - Catering to advanced/average /slow learners through appropriate learning strategies
   - Personal counselling by the faculty for appropriate learning.
   - Improvement of communication skills, through special means.
   - Computer training Programmes.
   - Through mentor system.
   - Through motivational sessions on periodic basis.
   - Assessment by departmental heads.

7.3 Institutional Distinctiveness

Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust. (500 words)

In consonance with our institutional missions and visions, we are committed to addressing a number of relevant issues as our thrust areas. In addition to making quality oriented and research propelled teaching,and cultivating a sound culture of quality learning with encouraging outcomes, our focus is also on the faculty development in the better academic interests of our students.

Besides these, as the most important practice, we make sincere and strategic efforts to instil a strong sense of social responsibilities in students and we envisage to see them compassionate, accountable, cultured, ideal and dedicated citizens.
Instilling a sense of social responsibilities in students is a highly warranted requirement, especially in the backdrop of changing scenarios. To achieve our this institutional vision we utilize contributions and services of various organs like NCC, NSS, Teachers Union, Students Union, College Cells, especially IQAC, etc. We, influenced by the notion that "the best way to find yourself is to lose yourself in the service of others" create appropriate avenues for our students to pulse societal crucial problems and find out the ways to sort them out. We also provide our students platforms to communicate, comprehend and share their ideas and passions.We organise lecture, symposium, seminar targeting thewarranted themes of social responsibility. We also observe days of significance like World Environment Day, World Yoga Day, InternationalWomen Day to turn our students

updated and awakened.Our faculty members individually insert a strong sense of social responsibilities through personal interaction.

Students are significantly motivated to involve themselves in various sections of society. They are allowed to participate in discussions with them.They are galvanised with team spirit too. They are also trained in disaster management. They are asked to channelize their yoga knowledge (trained in the college) to society.They are also asked to carry out drives and campaigns towards the awareness of entire society.

All these help students to look beyond the curriculum. This also helps them integrate their classroom knowledge with their social intelligence, resulting in all round education. This also results in strengthening our belief in the quality of all students, irrespective of any difference. This encourages our students to learn from day to day activities and through various other needs that are available beyond classrooms.

The evidence of our success in this particular thrust area (inculcating social responsibilities) can be better judged with the popularity of our college in the entire district as well as catchment areas. This special gainaims to revitalize our determination further. We, as an institution, take our efforts as a part of sacred and patriotic duties, and wehave resolved to continue with such activities and performances.

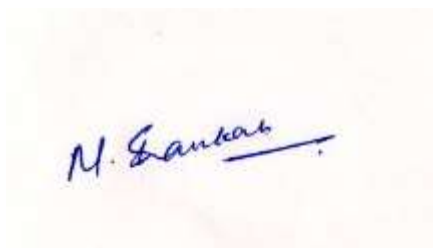8. **Future Plans of action for next academic Year (500 words)**

a) Resolutions regarding the initiation of PG teaching in four subjects, Sociology, History, Commerce, Hindi have already been taken by different bodies on university level. The proposal is pending with the state government. The institution will take steps to get this proposal approved by the government.
b) The institution feels the relevance of researches. Hence it wishesto flag off the publication of research journals.
c) Inter-disciplinary Research will be given special consideration.
d) The institution is committed to establish language lab.
e) Library plays important role in academic spheres. Hence full Automation of Library would be done.
f) The institution will try to revive INSPIRE Programme, sponsored by the Department of Science &Technology, Govt. of India.
g) The institution will make attempts to tie up with some important bodies/NGOs .
h) The institution nourishes and aims to organise more number of workshops /conferences/ seminars further.Skill Building Seminars will also be accorded premium.
i) The institution, while believing in the creative potentialities of students, will further promote extra-curricular activities among students.

j) The institution is keenly aware of its duties to and responsibilities for the larger benefits of community. It will focus on engaging maximum people of catchment areas into activities of education, awakening, sanitation, social harmony, etc.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution Website, provide the link. www.mlsmlnmu.ac.in

Name: **(Dr.) Mohammad Shaukat Ansari**   Name: **(Prof.) VidyanathJha**

_____   _____

Signature of the Co-ordinator, IQAC   Signature of the Chairperson, IQAC/Principal

Dated: 11.09.2018   Dated: 11.09.2018

_____*****_____

Note: Please turn over for views of our some recent activities in photo galary

Principal's Chamber   **IQAC   Office**

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Annual Quality Assurance Report, 2017 – 2018
*Maharaj Laksmishwar Singh Memorial College, (NAAC Graded – **B+**), Darbhanga, Bihar*

Teaching through Smart Classroom   **Innovative teaching**

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Annual Quality Assurance Report, 2017 – 2018
*Maharaj Laksmishwar Singh Memorial College, (NAAC Graded – **B+**), Darbhanga, Bihar*