

## **Annual Quality Assurance Report (AQAR) of the IQAC**

Name of the college: **Chas College, Chas, Bokaro**

Name of the Affiliating University: **Vinoba Bhave University, Hazaribag, Jharkhand**

Year of Report: **2015-16**

### **Section A: Plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement.**

Resolved to take following steps for improvement in quality of education and administration:

- a) To improve attendance of students regular unit test/class test/quiz should be introduced.
- b) Problem of absenteeism should be discussed in Parent – Teacher Association meeting.
- c) Project method, field trip, excursion, group discussion should be effectively introduced.
- d) Reading room in the library should be arranged properly.
- e) Modern electronic gadgets of education should be purchased.
- f) Faculty and staff should be encouraged to undertake computer training, I.T. skill training, participation in Orientation/Refresher Course, Seminar, Workshop, etc.
- g) College should organize inter disciplinary national/state-level/inter college seminar/workshop/conference, etc.

Resolved to take following steps for Extension activity/community service:-

- a) NSS of college should undertake awareness programme for different health issues (AIDS, Diabetes, Cancer, etc.) among villagers.
- b) Plantation and water conservation programmes should be initiated in the college campus/villages with the help of teachers and students.
- c) “Swachha Bharat Abhiyan” should be started in the college and nearby villages.

Resolved to take following steps for infrastructure development:-

- a) It was resolved to develop stadium in the college to improve sports and games facility.
- b) Resolved to develop GYM facility in college.
- c) Maintenance and painting work of the building and boundary should be started.
- d) Construction of science block and internal road of the college should be undertaken.

**Section B: Details in respect of the following:**

1. Activities reflecting the goals and objectives of the college:

To improve quality of education two national seminars and several departmental seminars were organised. One inter-institutional seminar was organised in collaboration with Bokaro Steel City College. To improve infrastructural facilities renovation of buildings, construction of internal roads, electrification, etc were done. Automation of library, installation of CCTV camera and wi-fi were also done.

2. New academic programmes initiated (UG and PG): No new academic programmes were initiated.

3. Innovations in curricular design and transaction: CBCS system of curriculum was introduced.

4. Inter-disciplinary programmes started: None

5. Examination reforms implemented: Semester system of evaluation was introduced with internal evaluation at college level and external evaluation at the university level.

6. Candidates qualified: NET/SLET/GATE etc: None

7. Initiative towards faculty development programme: Faculty members are encouraged to attend orientation/refresher course of the UGC and to participate in seminar/ symposia/ workshops, etc.

8. Total number of seminars/workshops conducted: National seminar – 02, College level seminar - 07

9. Research projects:

a) On-going: Minor research project – 01 (Dept. of Botany)

b) Completed: None in this academic year (two projects were completed in the previous academic year)

10. Patents generated, if any: None

11. New collaborative research programmes: None

12. Research grants received from various agencies: None

13. Details of research scholars: None

14. Citation index of faculty members and impact factor:

Citation index: (1) Dr. Raghubar Singh, Dept. of Physics – 37

(2) Dr. P. C. Thakur – 05

(3) Dr. R. P. Thakur – 03

Impact factor: (1) Dr. Raghubar Singh – 1.88

(2) Dr. P. C. Thakur – 0.28



(3) Dr. R. P. Thakur – 0.15

15. Honours/Awards to the faculty- National and International: None
16. Internal resources generated: Fees from students – Rs. 1,08,29,691.00
17. Details of departments getting assistance/recognition under SAP, COSIST (ASSIST)/DST, FIST, and other programmes: None
18. Community services: Two units of National Service Scheme (NSS) are working in the college which take different types of social works and awareness programmes with the help of student volunteers. Awareness for AIDS, Diabetes and SWACHHA BHARAT were done.
19. Teachers and officers newly recruited: Three contractual teachers were appointed in the subjects; History, Bengali and Psychology. Two computer operators, one store keeper, three security guards and two house keepers were also appointed on contract basis.
20. Teaching – Non-teaching staff ratio: 1(teacher):1.1(non-teaching staff)
21. Improvements in the library services: Automation of the library was done. Renovation and air-conditioning of the reading room were completed. New books were purchased as per CBCS syllabus and five journals were subscribed.
22. New books/journals subscribed and their value: 3903 new books (CBCS) syllabus – Rs. 688479.00; Journals (05) – Rs. 23900.00
23. Courses in which student assessment of teachers is introduced and the action taken on student feedback: Students assessment of teachers has been initiated. As per feed back of the students actions are being taken.
24. Feedback from stakeholders: Guardians/parents/social activists' meetings are organised regularly to take feedback. It will be effectively maintained from the next academic year.
25. Unit cost of education: Rs. 15360.00
26. Computerization of administration and the process of admissions and examination results, issue of certificates: Online examination form filling system has been started. Examination and result publication is computerised at the university level.
27. Increase in the infrastructural facilities: Renovation of Science, Arts and Commerce buildings, renovation of library, electrical wiring, purchase of ACs, fans, computers, construction of internal roads, toilets, gymnasium, CCTV camera, WI-FI, etc. Under-construction – Science building, cycle stand, canteen.
28. Technology up gradation: Automation of library was done. Computer for departments and LCD projectors for class rooms were purchased. Public Address Systems (lectern) was installed in the conference hall.



29. Computer and internet access and training to teachers, non-teaching staff and students: Computer and internet access has been provided. Training to teachers and non-teaching staff has been started in collaboration with "Open Tutorial" programme of IIT, Bombay.
30. Financial aid to students: SC/ST/BC-I /Minority students get financial assistance from the Government and all girl students are exempted from tuition fee.
31. Activities and support from the Alumni Association: Alumni association of the college assists in academic guidance, placement and so on.
32. Activities and support from the Parent-Teacher Association: Parent-Teacher association support in maintaining discipline and best practices in the campus.
33. Health services: Emergency health problems are taken care of at the 'First-aid' centre of the college.
34. Performance in sports activities: Students participate in various sports activities organised by the university at local, state and national level.
35. Incentives to outstanding sportspersons: Outstanding sports persons are given privileges in admission and fee exemption.
36. Student achievements and awards: There have been a number of university toppers in different subjects. They are facilitated and awarded at the college and university level.
37. Activities of the Guidance and Counselling unit: Guidance and counselling cell of the college give advice to the students at the time of admission in selection of course and counsels at the time of examination.
38. Placement services provided to students: The College has placement cell to provide job opportunities to students. Active linkage with industries and business houses for training and placement of students is under process.
39. Development programmes for non-teaching staff: Training in the field of IT is organised and promotion opportunities are provided.
40. Good practices of the institution:
- (a) No discrimination on the basis of caste, creed and religion.
  - (b) Delivery of lectures in local languages also besides English and Hindi.
  - (c) Free education to girls.
  - (d) Gender equality is maintained.
  - (e) Ragging free campus.
41. Linkages developed with National/ International, academic/research bodies: Linkage with IIT, Bombay has been developed through "Open Tutorial" programme. Linkage with other institutions is under process.

42. Action Taken Report on the AQAR of the previous year: N/A. (This is first AQAR).

43. Any other relevant information the institution wishes to add: No

**Section C: Outcomes achieved by the end of the year (attach separate sheet if required):**

Action Taken Report of IQAC attached.

**Section D: Plans of the college for the next year:**

Resolved to accept following Academic, Administrative and Infrastructural Plans for Academic Year 2016-17.

**Academic Plan**

- a. Tutorial class& excursion trips shall be introduces and internal evaluation of students at College level shall be improved and effectively managed.
- b. Proposals shall be sent to the University to start inter-disciplinary job oriented degree courses like-yoga, music & microbiology.
- c. Proposals shall be sent to the University to start Skill Development Certificate courses in tailoring, music & dance, surveying (Amanat), mushroom culture, floriculture, bee-keeping, plant tissue culture etc.

Dr. Raghubar Singh, Dept.Of Physics was appointed Nodal Officer to send the proposals to the University for Permission.

**Administrative Plan**

- a. Distribution of Syllabus among the faculty members and lesson planning shall be effectively and scientifically streamlined.
- b. Function of Grievance Redressal Cell shall be made effective.
- c. Teachers and Staff shall be made more supportive towards the Students.
- d. Student welfare system of the College shall be streamlined.

**Infrastructural Plan**

- a. Construction of Canteen.
- b. Construction of Class rooms in Arts & Commerce Blocks.
- c. Development of IT enabled class rooms.
- d. Bus facility for girls.
- e. Development of waiting hall for guardians & guests.
- f. Development of baby-feeding room for lactating mother-students & staff.
- g. Construction of new library building.
- h. Construction of ramp with stairs in Arts and Science blocks.
- i. Construction of modern IT enabled Seminar hall.



Mr. P. K. Lamba, Dept. of Zoology was appointed Nodal Officer, Infrastructure Plans.

**Resolved to accept plan for –**

- a. **Linkage to the Society:** - Villages Madhutand and Budhudih of Chas block were identified to establish link of College for community service/extension activity.
- b. **Linkage to Industries:** - Local industries like Muskan Hospital, Chas, Bokaro; K.M. Memorial Hospital, Chas; Hans Regency, Bokaro; Classic Hotel, Bokaro; Dalmia Cement Bokaro; Electro Steel, Bokaro to establish link for training and placement of students.
- c. **Linkage to Business Houses:** - Local Business houses of Bokaro like – Bokaro Mall and Jaiswal & Company (Chartered Accountant) were identified for training and placement assistance.

Dr. K. N. Jha & Mr. Srikant Sinha, Co-ordinator NSS were given responsibility to establish linkage to the society.

Dr. M. M. Sinha, Co-ordinator Placement Cell was given responsibility to establish linkage with industries and local business houses.

**d. Linkage to Academic & Research Bodies-**

Linkage to following institutions shall be established -

- i. Bokaro General Hospital, Bokaro
- ii. Indian School of Mines, Dhanbad.
- iii. Central Mining and Research Institute, Dhanbad.
- iv. Birsa Agricultural University, Ranchi.
- v. Central Rain-fed Upland Rice Research Station, Hazaribag.
- vi. Indian Institute of Natural Resins and Gums, Namkum, Ranchi (Former-Central Lac Research Institute).

Mr. Vijoy Prakash, Dept. of Philosophy was appointed Nodal Officer to establish link with above institutes through correspondence. Academic link with IIT Bombay for Spoken-Tutorial is already working.


**Resolved to organize at least two inter-institutional/ intra-institutional seminars and one state/ national level quality related seminar during the Academic Year 2016-17.**


Dr. R. P. Singh, Dept. of Botany was appointed Nodal officer to organize quality related seminars.

**Resolved to constitute Quality Circle of the College.** The Quality Circle shall evaluate different academic departments and administrative units of the college on the parameters and scale fixed by the IQAC.

The Quality Circle of the college shall have the following members –

- (1) Dr. S. K. Sharma, Principal – Chairman
- (2) Sri P. L. Baranwal, Prof. in-charge – Member
- (3) Dr. O. P. Sinha, Dept. of Physics – Co-ordinator
- (4) Dr. K. P. Sinha, Co-ordinator, NAAC - Member
- (5) Dr. K. N. Jha, Dept. of English - Member
- (6) Dr. Anil Singh, Dept. of Geography - Member
- (7) Dr. Raghubar Singh, Co-ordinator, RUSA - Member
- (8) Dr. Kaushik Das Gupta, Dept. of Bangla – Member

  
16.9.2016  
Name & Signature of the  
Director/Coordinator, IQAC

  
16/09/2016  
Name & Signature of the  
Chairperson, IQAC