



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		MAYURAKSHI GRAMIN COLLEGE, RANISHWAR, DUMKA, JHARKHAND.
Name of the head of the Institution		PROF. ABDUL RAYEES KHAN
Designation		Principal (in-charge)
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		+919304036539
Mobile no.		9304036539
Registered Email		mgcranishwar@gmail.com
Alternate Email		abdulrayeeskhan@gmail.com
Address		M.G.COLLEGE, RANISHWAR
City/Town		DUMKA
State/UT		Jharkhand
Pincode		814148

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	state
Name of the IQAC co-ordinator/Director	PROF. UDAY PRASAD SINGH
Phone no/Alternate Phone no.	+917979877201
Mobile no.	7979877201
Registered Email	iqacmgcranishwar@gmail.com
Alternate Email	mgcranishwar@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	http://mgrcollege.org/AQAR2018-19.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.mgrcollege.org/academic-calendar-2019-20.pdf

5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.24	2017	28-Mar-2017	27-Mar-2022

6. Date of Establishment of IQAC	23-May-2015
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Swachha Bharat Summer	18-Jul-2019	30

Internship	01	
Swachhata Pakhwara	01-Aug-2019 15	50
Fit India Movement Awareness Programme	15-Aug-2019 18	100
Seminar on Hindi Diwas	14-Sep-2019 01	25
Poshan Diwas Seminar Dr. Binod Sharma Head of the Department of Psychology, S.P. College, Dumka	22-Sep-2019 01	30
Seminar on Beti Bachao and Beti Padhao	23-Sep-2019 01	30
Seminar on National Integration	01-Nov-2019 01	25
Seminar and oth on Constitution Day	26-Nov-2019 01	50
Seminar on Human Rights	10-Dec-2019 01	50
Debate on Kabir ke Byaktitwa and Krititwa	25-Dec-2019 01	30
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	XII Plan	UGC	2020 1825	2400000
Institution	Grant In Aid	H.R.D, Rachi	2020 365	6000000
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	4
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
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12. Significant contributions made by IQAC during the current year(maximum five bullets)

1. Development Publishing of Annual Calendar. 2. Strengthening of Student Feedback System. 3. Organizing Workshops, Seminars and Debates for Faculty and students. 4. Career Guidance and Placement Cell strengthened. 5. IQAC has been maintaining records and documents pertaining to conduct of various activities/programs/events of the college.

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

Plan of Action	Achivements/Outcomes
New Course going to be Introduced.	We have applied for NCC unit for Boyes and applying for introducing Certificate in Yoga and BBA course.
Enhancing students Participation in outreach activities.	It was achived in satisfactory manner obeying guide line of Government students visited several inaccessible remote villages during Corona period to aware the rustic people of the villages regarding the said pendamic and realised the objectives of outreach activities.
Encouraging faculty for Publication	The faculty members has Published Book, Articles in various Journals.
Encouraging Faculty for Participation in faculty development.	The faculty members attended various International and National Conference, National Seminars, Workshop, Publishing of Articles in various journals in Corona Period.
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14. Whether AQAR was placed before statutory body ?	Yes
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Name of Statutory Body	Meeting Date
Governing Body	28-Dec-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
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Date of Visit	27-Feb-2017
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	05-Mar-2020
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)	Yes, the college is moving towards a fully functional Management Information System (MIS). It may take some time to achieve a cent percent MIS. The following facts of the management have been accomplished. We are trying to upgrade our Library with online software. Most of the office work will be done on computers. The college has a website. It is being maintained regularly and links are provided there of University website and Chancellor Portal. The Institution also provides the information to the students through Social Media apps like Facebook, Whatsapps, Telegram etc. Efforts are being made to develop an IT cell for the college and automate all office activities which will be done on the college management software.

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

IQAC Prepare Academic Plan of the year. 1. The committee of the academic calendar prepared academic calendar before commencement of academic year. Academic calendar is strictly followed by the college and teaching departments through out the year. Teachers are informed about their Work load and courses for next academic year. This helps them to prepare teaching Plan. The lecture plans are recorded in academic dairy of teachers. Higher authority monitor the same. Teachers refer to the standard reference books prescribed by University along with latest information available through online and other resources for effective implementation of Curriculum. Besides the conventional method, various other teaching like Quiz, Demonstration, Debates, Model making, use of Charts, Practicals. Based on Semester wise result analysis of every course, and extra classes are conducted if required. Academic review and feedback is taken periodically. Concerned authorities conduct regular meetings to review the difficulties faced while teaching. 2. The examination schedule is prepared in

accordance with the academic calendar. The Internal sessional tests and assignments are also prepared in same manner and are an integral part of the evaluation process. Project work which is part of courses and are taken by students and evaluated by faculty members. Examination scheduled by the university are displayed on the notice board and other social media platform of college like whatsapp, facebook and telegram in advance.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Nil	Nil	Nil	0	Nil	Nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

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

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	U. G.	15/06/2019
BSc	U. G.	15/06/2019
BCom	U. G.	15/06/2019

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Language Skills Hindi, Bengali, English, Sanskrit, Santali, Urdu	01/07/2019	840
Environmental Science	02/01/2020	645
Environment and Public Health, Indian Constitution and H.R., Computer Application and I.T.	01/07/2019	1063
Legal Aid and Awareness, Building of Mathematical Ability, Entrepreneurship, Life Skills and Development	02/01/2020	975
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCom	Bank for society.	6
BA	Field trip to study their own village.	178
BSc	Managerial Competence and Training needs in Jharkhand Poultry Farms.	24
BSc	Field Trip on different parts of the plants for herbarium.	10
BSc	Van-De Graaff Generator.	59
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>The College has been practicing a feedback system accommodating all the stakeholders including faculty, students, alumni and parents, to help the individuals and organization as a whole, to improve the performance and effectiveness. Feedback is collected at departmental and institutional level in which the views on the curriculum, teaching schedules, teaching tools, and student assessment outcomes are discussed for taking improvement measures.</p> <p>STUDENTS:- The feedback from the students is obtained at the end of the term or at the end of the year. When the feedback of a faculty is not encouraging, the concerned faculty is counselled through Head of the Department to improve his/her performance.</p> <p>FACULTY:- The institution has made it a practice to conduct all faculty meeting, periodically, where the ways and means of enhancing the curriculum, academic discipline, Teaching Learning Process, Research and extension activities are debated and discussed. The appropriate suggestions are put forwarded to the respective departments for implementation.</p> <p>Employers :- The feedback taken from the employers time to time regarding every aspect of teaching and learning process round the year.</p> <p>ALUMNI:- As the alumni is found to be the brand ambassador of our institutions, the feedback of the alumni is taken with due considerations. Our institution enjoys a strong and healthy association with the Alumni. The consolidated feedback report is forwarded to the Principal for taking cue of the positive performances and scope for improvement.</p> <p>Parents:- As an important stake holder of this system, the parent feedback is also obtained and analyzed. Some of the parameters accommodated in the parents feedback, include quality of teaching, students discipline, sports facilities, lab facilities, examination system, student activities such as transport, library, internet facilities, Wi-Fi etc. The parents of the students whose performance in the continuous assessment test is</p>

poor are called and counselled individually and their feedback is also shared with them.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	English, Hindi, Bengali, Santhali, Sanskrit, Urdu, Geography, Political Science, Philosophy, Psychology, History, Sociology Economics.	3800	873	678
BSc	Physics, Chemistry, Mathematics, Botany, Zoology	800	190	157
BCom	Accountancy	300	6	6

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	2491	Nil	32	Nil	32

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
10	4	42	1	3	2

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

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

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

1. Each Class has a Class adviser. 2. In Science Faculty every Practical subject has practical in charge. 3. In our institution mentorship program is for all students particularly of general and 1st semester. Institution has class adviser for all classes. The mentor helps the new comer in setting in the institution and also solves their

academic problems in the campus. The mentor takes remedial classes for weaker students, he also guides them in career counseling for future Job Prospects. Thus we can say that the college has a strong mentoring system here where students have the opportunity to develop relationship with a faculty member who can become a role model for the students by offering support and counseling.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2491	32	1 : 78

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
57	28	29	Nil	8

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nil	Nil	Nil	Nil
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCom	Honours, General	Fifth Semester	24/01/2020	03/03/2020
BSc	Honours, General	Fifth Semester	24/01/2020	03/03/2020
BA	Honours, General	Fifth Semester	24/01/2020	03/03/2020
BCom	Honours, General	Third Semester	10/12/2019	28/01/2020
BSc	Honours, General	Third Semester	10/12/2019	28/01/2020
BA	Honours, General	Third Semester	10/12/2019	28/01/2020
BCom	Honours, General	First Semester	10/12/2019	27/01/2020
BSc	Honours, General	First Semester	10/12/2019	27/01/2020
BA	Honours, General	First Semester	10/12/2019	27/01/2020
BA	Honours, General	Part I (Special)	27/11/2019	Nil

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

The college situated in the tribal sub plan area. Naturally the majority of the students belong to economically and socially backward sections, most of the students prosscute their education side by side of their earnig for livelyhood. So their attendance is effected. Our college follows all internal assessment procedures of university: Internal evaluation system. Assessment of performance is an integral part of teaching and learning process. The institution adopts to asses all the aspects of students development on a continuous basis through out the year. Orientation and evaluation process for students are made among the process through the following initiatives, the orientation programme is conduct at the beginning of the semester. Teaching plan contains evaluation procedure. Result analysis and review meeting is done by the subject teachers.

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

The academic calendar is prepared in advance. The principal gives an overview of major academic and curricular activities planned for the next academic year, the schedule of the university exams and sessional exams. College also prepares an academic calendar for the departments. The academic calendar is strictly followed by the college and all teaching departments. Part of the time table the time table is also prepared by the institution and displayed on various notice boards for students programme University exams of are displayed on notice board wall in advance. Conduction of internal class test and assignment is the regular practice of the college and part of the evaluation process.

2.6 – Student Performance and Learning Outcomes

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

<http://www.mgrcollege.org/wp-content/uploads/2021/05/Program-Outcome-Program-specific-outcome-Course-Outcome-2019-20.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
HONOURS	BA	B.A. Hindi Honours	40	36	90
HONOURS	BA	B.A. Bengali Honours	75	73	93
HONOURS	BA	B.A. English Honours	38	37	97.3
HONOURS	BA	B.A. Santali Honours	7	5	71
HONOURS	BA	B.A. Sanskrit Honours	7	6	85.7
HONOURS	BA	B.A. Urdu	5	5	100

		Honours			
HONOURS	BA	B.A. Geography Honours	178	157	88.2
HONOURS	BA	B.A. Sociology Honours	9	9	100
HONOURS	BA	B.A. Psychology Honours	1	1	100
HONOURS	BA	B.A. Political Science Honours	16	16	100
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2.7 – Student Satisfaction Survey

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

<http://www.mgrcollege.org/wp-content/uploads/2021/05/SSS-Questionnaire.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	0	Nil	0	0
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3.2 – Innovation Ecosystem

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

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

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Nil	Nil	Nil	Nil	Nil
No file uploaded.				

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

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

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International

0	0	0
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3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
0	Nil

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	HINDI	2	1.96
National	ENGLISH	2	Nil
National	BOTANY	1	6.3

[View File](#)

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

Department	Number of Publication
Geography	1

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Nil	Nil	Nil	Nil	0	Nil	Nil

No file uploaded.

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Nil	Nil	Nil	Nil	Nil	Nil	Nil

No file uploaded.

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nil	5	Nil	Nil
Presented papers	3	3	Nil	Nil
Resource persons	Nil	1	Nil	Nil

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Van Mahotsav	NSS	22	120
Swachha Bharat Summer Internship	NSS	15	50
Jansankhya Diwas Rally	NSS	3	25
Seminar on water Conservation	NSS	9	15
Srabani Mela Volunteers In Baskinath Temple	NSS	1	10
Swachhata Pakhwara	NSS	25	50
Jal Shakti Abhiyan	NSS	12	30
Beti Bachao Abhiyan	NSS	6	25
Swarna Jayanti	NSS	7	20
Gandhi Jayanti par Sangosthi	NSS	7	25
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Social Service	Appointed as District Nodal Officer, Dumka Jharkhand	Yuth and Sports Ministry Govt. Of India	1
Online Dance Competition	Award	Magic Book of Record	1
National Yuth Festival Award	Award	Yuth and Sports Ministry Govt. Of India	1
National Intregation Camp	Award	V.B. University, Hazaribag	2
NCC	Award	NCC	40
Cultural Programme	Award	NCC CATC Camp	1
Best Cadet Award	Award	NCC	1
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agen cy/collaborating	Name of the activity	Number of teachers participated in such	Number of students participated in such
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	agency		activites	activites
EBSB	NCC 04 JHARKHAND GIRLS BATAALLION DUMKA	Cultural Programme	1	7
Swachhata Pakhwara	NSS	Swachhata Abhiyan in Adopted Village	3	40
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Nil	Nil	Nil	0
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Nil	Nil	Nil	Nil	Nil	0
No file uploaded.					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Nil	Nil	Nil	Nil
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
4	3.23

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Others	Newly Added
Campus Area	Existing
Class rooms	Newly Added

Laboratories	Existing
Seminar Halls	Existing
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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
Nil	Nil	Nil	2021

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	140581	1345780	Nil	Nil	140581	1345780
Reference Books	1763	257782	Nil	Nil	1763	257782
Journals	108	2500	Nil	Nil	108	2500
CD & Video	15	Nil	Nil	Nil	15	Nil
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

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

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	24	1	1	1	1	7	1	18	0
Added	10	0	0	0	0	2	3	0	0
Total	34	1	1	1	1	9	4	18	0

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

18.8 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
Nil	Nil

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
9	1997249	6	323406

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)

Library: - Institution has well established and rich library the requirements of books is taken from the related departments. They submit their list of required Books. Every Year in the beginning of the Session , Students are motivated to register themselves in National Digital library, Suggestion Box is installed in Side the reading room, In library students Can take three books for fifteen days after showing their valid ID card and faculty member Can take five books from college library. Books are kept in Separate Books Selves so that it can be easily available. Laboratory:- Institution has separate laboratory for each Practical Subject. For Proper maintenance of laboratory we have already appointed Lab technicians and Lab Boy. They maintain it properly. Well maintained laboratory is our speciality. Every practical subject is well equipped with sufficient apparatus for practical works as per the syllabus of the university. Computer:- The computer are maintained in institution by information technology system support group, this division provide the integrated IT services like smooth running of automation, up-gradation, and maintenance of website, biometric, hardware, networking equipment etc. Classrooms:- Cleanliness of class rooms is maintained. There are technicians, masons, plumbers, carpenters deputed by management who ensure the maintenance of class rooms and related infrastructure. Sports- Regarding the maintenance of Badminton/ Volly Ball court / open Gym on the college sports in charge consult PTI. In their guidance accommodates are arranged. Library: - Institution has well established and rich library the requirements of books is taken from the related departments. They submit their list of required Books. Every Year in the beginning of the Session , Students are motivated to register themselves in National Digital library, Suggestion Box is installed in Side the reading room, In library students Can take three books for fifteen days after showing their valid ID card and faculty member Can take five books from college library. Books are kept in Separate Books Selves so that it can be easily available. Laboratory:- Institution has separate laboratory for each Practical Subject. For Proper maintenance of laboratory we have already appointed Lab technicians and Lab Boy. They maintain it properly. Well maintained laboratory is our speciality. Every practical subject is well equipped with sufficient apparatus for practical works as per the syllabus of the university. Computer:- The computer are maintained in institution by information technology system support group, this division provide the integrated IT services like smooth running of automation, up-gradation, and maintenance of website, biometric, hardware, networking equipment etc. Classrooms:- Cleanliness of class rooms is maintained. There are technicians, masons, plumbers, carpenters deputed by management who ensure the maintenance of class rooms and related infrastructure. Sports- Regarding the maintenance of Badminton/ Volly Ball court / open Gym on the college sports in charge consult PTI. In their guidance accommodates are arranged.

<http://mgrcollege.org/maintenance-of-facilities/>

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	Half Free Ship and Half Admission Fee for SC and ST students	216	47600
Financial Support from Other Sources			
a) National	Minority Scholarship	386	2316000
b) International	Nil	Nil	0
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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
Yoga	27/06/2019	25	College Sports Committee
Mentoring	19/07/2019	30	Career Counselling Committee
View File			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	SATIN Credit Care Network Limited	Nil	40	Nil	5
View File					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Nil	Nil	7

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

SATIN Credit Care Network Limited	40	5	Nil	Nil	Nil
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[View File](#)

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
Nil	2	M.G. COLLEGE, RANISHWAR	HISTORY	SKMU, DUMKA	PG And BEd
2019	4	M.G. COLLEGE, RANISHWAR	POLITICAL SCIENCE	SKMU, DUMKA	PG And BEd
2019	9	M.G. COLLEGE, RANISHWAR	GEOGRAPHY	SKMU, DUMKA	PG And BEd
2019	2	M.G. COLLEGE, RANISHWAR	PHILOSOPHY	SKMU, DUMKA	PG And BEd
2019	12	M.G. COLLEGE, RANISHWAR	HINDI	SKMU, DUMKA	PG And BEd
2019	6	M.G. COLLEGE, RANISHWAR	ECONOMICS	SKMU, DUMKA	PG And BEd
2019	2	M.G. COLLEGE, RANISHWAR	PSYCHOLOGY	SKMU, DUMKA	PG And BEd
2019	5	M.G. COLLEGE, RANISHWAR	Botany	SKMU, DUMKA	PG And BEd
2019	2	M.G. COLLEGE, RANISHWAR	COMMERCE	SKMU, DUMKA	PG And BEd
2019	7	M.G. COLLEGE, RANISHWAR	ENGLISH	SKMU, DUMKA	PG And BEd

[View File](#)

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

Items	Number of students selected/ qualifying
Any Other	5

[View File](#)

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

Activity	Level	Number of Participants
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Javelin Throw	Senior	20
100 Meter Run	Senior	27
200 Meter Run	Senior	16
1600 Meter Run	Senior	10
Long Jump	Senior	30
Triple Jump	Senior	16
Discus Throw	Senior	30
Shot Put	Senior	22
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Music and Dance	National	Nil	1	83	Sumana Barat
View File						

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

We do not have student council activity in the recent year. Since the Election has not been conducted by the University.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

40

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

1

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

In our institution the administrative work is decentralized and carried out after consultations in a democratic spirit. Even though the Principal is the sole authority of the institution. Decentralization is having a significant impact on policy, planning and management. To promote Quality of education in academic, social, political and aiming to develop a responsible management. The staff meeting are held on regular basis. The college follows all such norms

laid down by the Government of Jharkhand and that of UGC, Sido Kanhu Murmu University Dumka in academic and Administrative aspects. At the same time, decentralization is seen as a means of improving the efficiency of education system and the Quality of education services. There is a separate examination department. The examination controller (E.C) is in charged of the examination department. At various levels the college grooms the leadership. Govt. body, Principal, IQAC members, teaching staff, non teaching staff, supporting staff, student representatives, stake holders, Alumni and various committees jointly empowered to purpose, designed, formulate and execute their planes within the framework of governance. The academic, Administrative, NCC, NSS, IQAC all are working together for thye smooth running and over all functioning of the college. All the staffs of different committees play significant role to participate in the decision making system of the college. One of the teaching staff are assigned with the responsibilities of Bursar and are considered vital members of decision making body. The college monitors the the construction of building renovation work done by the JSBCCL through RUSA fund. The meeting of the Principal with the staff is indeed a reflection of the participative style of the management. For effective implementation of improvement of the institute following committees are formed. Committee Name College Magazine 1. Prof. Ashish Kumar Mondal (Co-ordinator) 2. Prof. R. Uddin 3. Dr. H. K Singh 4. Prof. Rina Kumari 5. Dr. S.K. Patralekh 6. Prof. A. Handdak Purchasing Committee 1. Prof. Joy Mangal Roy (Co-ordinator) 2. Secretary(G,B) 3. Prof. A. R. Khan (Principal) 4. Dr. P. Patar 5. Prof. M .N. Ahsan 6. Sri.Alok Kumar Ghosh (H/C) Computer 1. Sri.Mukesh Dhibar (Co-ordinator) 2. Prof. M.N. Ahsan 3. Dr. Abarna Roy 4. Sri.Arif Khan 5. Sri.Pravat Kumar Mondal 6. Sri.Anup Kumar Mondal Electric and Water Supply 1. Prof. V.K. Rana (Co-ordinator) 2. Dr. Rupam Kumari 3. Prof. H. Kabir 4. Dr. Abarna Roy 5. Dr. S.K. Singh 6. Prof. M.N. Ahsan 7. Prof. G.K. Singh Extension Activity 1. Prof. Kajal Mandal (Co-ordinator) 2. Prof. N.K Pal 3. Prof. A.Hansdak 4. Sri. Alok Kumar Ghosh 5. Sri.Anup Kumar Mondal 6. Sri. Prem Roben Murmu Registration and Examination Committee 1. Exam Controller (Co-ordinator) 2. Dr. P. Patar 3. Sri. Md. Nehal 4. Prof. Abarna Roy 5. Smt.Asha Marandi 6. Sri.Uttam Kumar Ghosh Scholarship and Freeship 1. Prof. Kajal Mondal (Co-ordinator) 2. Prof. A. R. Khan (Principal) 3. Secretary (G.B) 4. Prof. M.N. Ahsan 5. Prof. Alok Kumar Ghosh (H/C) 6. Sri. Javed Ansari Athletic Association 1. Sri.Chandan Ghosh (P.T.I) (Co-ordinator) 2. Prof. M.N. Ahsan 3. Dr. Rupam Kumari 4. Prof. Rina Kumari 5. Prof. Udit Narayan Cultural Society 1. Prof. H. Kabir (Co-ordinator) 2. Dr. Rupam Kumari 3. Prof. Rina Kumari 4. Prof. M.N. Ahsan 5. Sri. Kajal Bhattacharya 6. Sri.Trisant Dafadar Campus Cleanliness 1. Dr. H.K Singh (Co-ordinator) 2. Prof. B. C. Jha 3. Dr. Abarna Roy 4. NSS Unit-2 Programme Officer Advisory Committee 1. Prof. A. R. Khan (Principal) 2. Bursar (Co-ordinator) 3. Secretary (G.B) 4. Prof. M.N. Ahsan 5. Prof. Abid Raja 6. Dr. S.K. Patralekh 7. Sri. Alok Kumar Ghosh (H/C) 8. Sri. Srimanta Chatterjee Sexual Harassment 1. Prof. T. Noor (Co-ordinator) 2. Prof. M.N. Ahsan 3. Dr. Rupam Kumari 4. Prof. Rina Kumari 5. Dr. Abarna Roy 6. Sri. Alok Kumar Ghosh (H/C) 7. Chandana Choudhory Library Committee 1. Sri. Subodh kumar Manna (Co-ordinator) 2. Prof. A. R. Khan (Principal) 3. Secretary (G.B) 4. Bursar 5. Prof. M.N. Ahsan 6. Prof. B. C. Jha 7. Prof. Kajal Mondal 8. Sri. Alok Kumar Ghosh (H/C) 9. Sri. Ajoy Kumar Ghosh (Accountant) Admission and Registration Committe 1. Prof. Rina Kmari (Co-ordinator) 2. Prof. B. C. Jha 3. Dr. S.K. Singh 4. Dr. Abarna Roy 5. Prof. T. Noor Carrier Counselling 1. Dr. S.K. Patralekh (Co-ordinator) 2. Prof. Abid Raja 3. Prof. Rina Kmari 4. Dr. Abarna Roy Debate, Essay, Seminar Committee 1. Prof. N. K. Pal (Co-ordinator) 2. Dr. S.K. Patralekh 3. Prof. Rina Kmari 4. Dr. Rupam Kumari 5. Dr. Abarna Roy 6. Dr. H. K. Singh 7. Prof. A.K. Roy Eco Club 1. Prof. G.K.Singh (NSS-2) (Co-ordinator) 2. Prof. A.K. Mondal 3. Prof. H. Kabir 4. Prof. Rina Kmari 5. Prof. J.M. Roy 6. Sri.Chandan Ghosh (PTI) Stock And Store 1. Prof. R. Uddin (Co-ordinator) 2. Prof. M. N. Ahsan 3. Sri.Subodh Kumar Manna 4. Sri.Ananda Gopal Ghosh 5. Sri.Alok Kumar Ghosh 6. All Sote Keeper Common Room 1. Dr.Rupam Kumari

(Co-ordinator) 2. Dr. Mamta Jha 3. Prof. N. K. Pal 4. Prof. J.M. Roy 5. Dr. Abarna Roy 6. Chandona Choudhary Disciplinary Committee 1. Dr. Abarna Roy (Co-ordinator) 2. Prof. M.N. Ahsan 3. Prof. Rina Kmari 4. Prof. A.K. Roy Planning Committee 1. Prof. G. K. Ghosh (Co-ordinator) 2. Prof. A. R. Khan (Principal) 3. Secretary (G.B) 4. Prof. M.N. Ahsan 5. Dr. S.K. Singh 6. Prof. Abid Raja College Calendar 1. Dr. Mamta Jha (Co-ordinator) 2. Dr. S.K. Sing 3. Dr. Rupam Kumari 4. Dr. H. K. Singh 5. Prof. N. K. Pal 6. Dr. P. Patar Anti Ragging Cell 1. Prof. B. C. Jha (Co-ordinator) 2. Prof. A. R. Khan (Principal) 3. B.D.O 4. Thana Incharge 5. Prof. M.N. Ahsan 6. Prof. Rina Kmari 7. Dr. S.K. Singh Anti Ragging Squad 1. Prof. Abid Raja (Co-ordinator) 2. Prof. J.M. Roy 3. Dr. S.K. Patralekh 4. Dr. Abarna Roy 5. Prof. Rina Kmari 6. Sri.Alok Kumar Ghosh (H/C) PWD Cell 1. Prof. Ashok Kumar Roy (Co-ordinator) 2. Prof. K. Mondal 3. Prof. N.K. Pal 4. Dr. Abarna Roy 5. Prof. Talat Noor 6. Dr. H.K.Singh 7. Sri. Srimant Chatterjee

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Examination and Evaluation	Internal assessments are conducting in theory courses students who score low in their internal assessments are given a second or even third chance to improve within the limits and regulations. Students failing short attendance are directed to attend additional classes arranged specially for them and afterwards their internal assessments are conducted. The result of the internal assessments are declared with in a week's time and display on the Notice Boards of the concerned departments. Besides internal assessments surprise class tests. Group discussions and students presentations are also conducted to assess the performances and analyse the abilities of students.
Teaching and Learning	At the start of new semester, the heads of departments convene the meeting of their faculty involved in teaching of the particular post. The learning outcomes of the particular course are identified and accordingly the concerned teachers are asked to devise the teaching plans so as to meet the outcomes The vision and mission reflects the aims and goals of the college satisfying the needs of the students. It fulfills the demands of : Vision! Enriching the capacity of students to learn and lead with integrity and wisdom.

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

E-governance area	Details
<p>Student Admission and Support</p>	<p>Students admission is done through online process and results are also declared online by the cluster University under which college is situated. Library being the most important students support. Besides this, the other beneficiary programme for the students such as scholarship is done through online process.</p>
<p>Administration</p>	<p>The administration of the College is functioning in a system at Government , Society and College level. Though the College is situated in the rural area of dumka district the College tries their best to keep in touch with latest techniques. Accounts section is to be fully computerized on advance tally package (Fee Collection, Receipts and payments/ salary disbursement). Admission is being done by online system of chancellor portal issued by university on the given link for students. Faculty and students correspondence instant message transmission is through telegram and College websites.</p>
<p>Examination</p>	<p>The process of examination declaration of date sheet, filling up the examination forms, getting admit card and declaration of the result are all done by the University. Internal Assessment Conducted by the college.</p>
<p>Finance and Accounts</p>	<p>At the time of admission accounts section monitors the deposition of college fees in the college and amount is being deposited in the bank situated inside the campus at the end of the day. The college conducts regular audit of annual books of accounts. The administrative office keeps all the financial records separately as per the events and transaction made for.</p>
<p>Planning and Development</p>	<p>Being a affiliated unit of S.K.M.University. College follows are the rules aided by the University. All the Construction Work, Renovation and Procurement of RUSA Fund are being done by inviting e tenders. Based on the requirements, tendering process is initiated by estimating the quantity and the cost of the items to be procured. The estimates are approved by the authority and the committee of</p>

procurement. Base upon the estimated cost and time frame of procurement, tender type is decided and accordingly notice inviting tender is released. The Procurement is done on the lowest price of the selected bidders. But in same cases of procurement and small construction work of 06 lakhs value, tendering process is not followed.

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
2019	Dr. P. Patar	Multidisciplinary International Conference on Trends in Global Research in Information Technology and their Impacts on Environment	Sri Jagadguru Renukacharya College of Science, Arts and Commerce in association with TOUCAN Research and Development	Nil
2019	Prof. T. Noor	Multidisciplinary International Conference on Trends in Global Research in Information Technology and their Impacts on Environment	Sri Jagadguru Renukacharya College of Science, Arts and Commerce in association with TOUCAN Research and Development	Nil
2019	Dr. H. K Singh	National Seminar on Rastra Kavi Dinkar ki Kal Jayita	Joint Venture of Ranchi University and Central Hindi Institution, Agra	Nil
2019	Prof. H. Kabir	International Seminar on Statistical Data and International SWOT Analysis in Academic Research in Science and Technology	ICSRD Sponsored	Nil
2019	Prof. H. Kabir	National Workshop on A	NWDS	Nil

		green Venture Making Sustainable Living Relevant	
2019	Prof. H. Kabir	National Conference on Rural Development in India: Present Scenario and Future Challenges	Degree College Nala, Jamtara in association with TOUCAN Research and Development
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2020	Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Nil	Nil	Nil	Nil	0
No file uploaded.				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
28	28	43	43

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
The management contributes an amount equal to the employee share for EPF with Pension scheme: 1. Various allowance like conveyance allowance, professional development allowance. 2. Medical Leave Provision is given to the faculty and staff members based on the	The management contributes an amount equal to the employee share for EPF with Pension scheme: 1. Various allowance like conveyance allowance, professional development allowance. 2. Medical Leave Provision is given to the faculty and staff members based on the	1. Skill development (Spoken English, Computer Literacy, etc.) 2. Practical Knowledge Training. 3. OBC boys hostel of 50 beds. 4. Scholarship given by the Government to OBC, SC, ST and Minority Students. 5. SC and ST students are exempted from a part of Admission Fees

request. 3. Faculty members are allowed to avail Winter and Summer vacation. 4. On duty leave is provided to faculty members for attending various conferences, workshops, seminars and examination duties. 5. The management encourages the faculty members for pursuing Ph.D. program by providing adequate number of leave. 6. The wards of the faculty and staff members are given priority for getting admitted in the College run by the management and also offers 50 Percentage fee waiver. 7. Special leave of two days are given to ladies staff and maternity leave is also given.

request. 3. Faculty members are allowed to avail Winter and Summer vacation. 4. On duty leave is provided to faculty members for attending various conferences, workshops, seminars and examination duties. 5. The management encourages the faculty members for pursuing Ph.D. program by providing adequate number of leave. 6. The wards of the faculty and staff members are given priority for getting admitted in the college run by the management and also offers 50 Percentage fee waiver. 7. Special leave of two days are given to ladies staff and maternity leave is also given.

6.4 – Financial Management and Resource Mobilization

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

The financial accounts is audited by Chartered accounted yearly.

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

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

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	Yes	College Itself
Administrative	No	Nil	Yes	College Itself

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

1. Regular meeting are organized by the parent teacher in every academic year.
2. Parents are acknowledged about their wards. 3. The Parents are the main

stakeholders and their suggestion and complaints are welcomed.

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

Nil

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

1. Research work for faculty is promoted. 2. The teachers are promoted to publish Research papers, Chapter in Books and books 3. Normal Bulbs are replaced by LED to save energy. 4. Solar System is functioning as an alternative measure of energy.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Quiz (Department of Physics)	10/09/2019	10/09/2019	10/09/2019	10
2019	Seminar on Hindi Diwas (Department of Hindi)	14/09/2019	14/09/2019	14/09/2019	15
2019	Debate (Department of Hindi)	05/12/2019	05/12/2019	05/12/2019	15
2019	Group Discussion (Department of Philosophy)	05/07/2019	05/07/2019	05/07/2019	10
2019	Seminar (Department of Philosophy)	04/12/2019	04/12/2019	04/12/2019	10
2020	Seminar (Department of English)	28/02/2020	28/02/2020	28/02/2020	20

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

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

Interation Programme with Womans staff of JRG Bank, Ranishwar Branch, Dumka	06/01/2020	06/01/2020	30	Null
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7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
To keep the campus clean and green, the cleaning of the college campus by the NSS Volunteers and NCC girls cadets are regular work in the institutions. The NSS volunteers and NCC girls Cadets are deputed for regular camps with in the state and National Level, where they are also sensitized about the current environmental issues. The college has been celebrating environmental awareness week and Swachha Bharat Abhiyan week. The institution install solar energy panels.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	3
Ramp/Rails	Yes	Null
Scribes for examination	Yes	Null

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2020	1	1	11/02/2020	18	10 th Examination Centre	Nil	225
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Non Teaching	01/07/2019	1. Non Teaching staff working in the College office or departments should remain on Duty during college hours. They should report for duty at least 30 minutes in advance. 2. Non Teaching staff should wear the Uniform. 3. Non Teaching staff must always wear their identity badge during working hours. 4. Non Teaching staff assigned

		<p>to Laboratories should keep the Labs clean. 5. Any Loss damage to any article in the Labor Class Room should be reported to the HOD in writing immediately.</p> <p>6. Non Teaching Staff, working in the Lab, shall maintain a stock register for all the articles, equipments, chemicals, etc. It shall be submitted to the HOD and the Principal at the end of each semester and their signatures obtained.</p>
Responsibility and Accountability	01/07/2019	<p>1. Teachers should handle the subjects assigned by the Head of the Department. 2. Teachers should complete the syllabus in time. Teachers shall produce good results in the subjects handled by them and are accountable for the same. 3. Teachers shall monitor the respective group of students who are attached to them. 4. One internal examination should be conducted for 30 marks in each semester and the answer books are to be assessed, marks are to be informed to the students as well as sent to the university. 5. Teachers should be good and they should help, guide, encourage and assist the students to ensure that the teachers learning process is quite easy. 6. Teachers should maintain decorum both inside and outside the classroom and set a good example for the students.</p>
Punctuality and Attendance	01/07/2019	<p>1. Prior permission should be obtained for reporting late in the morning or leaving early in the evening without</p>

		detriment to their duties. 2. Teachers should sign the attendance register while reporting for duty.
Leave	01/07/2019	1. Prior written permission is required from the Principal / at least a day in advance while availing CL or OD. 2. Not more than 25 of staff members in a department will be allowed to go on OD/CL on a particular day. 6. 16 days of causal leave can be combined with other holidays . 7. All must report for duty on the reopening day and the last working day of each semester.
College Magazine Mayurakshi Darpan	01/07/2019	The college Magazine is like a mirror of the academic achievement of institution. Pen product compiled in magazine helps Alumni, Faculty, Students and other concerned Persons. It included English, Hindi, Urdu, Santhali and Bangla Sections, Due to lock down the institution was remained closed for longtime. So the magazine was not published in this yer.
Disciplinary Action	01/07/2019	The Management appeals to all staff members to work as a team in institution building and in upgrading our institution into one of Excellence in Higher Learning.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Blood Donation By NSS PO and Students on Occasion of Hul Diwas	30/06/2020	30/06/2020	3
View File			

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

1. Plantation in the college campus. 2. Rainwater Harvesting. 3. Awareness programme on plastic free campus. 4. Awareness programme on Toxication free campus. 5. Solar and LED lights. 6. Placement of Dustbins.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Renewable Energy Resource Off Grid Solar Power Plant:- The college installed roof top Off Grid Solar Power Station with 16 Solar panels, 16 Batteries and one 10 KVA inverters. The total generating capacity is 10 Kw. In the year of 2019 more than 50 of power requirement was utilized from the solar power plant resulting to get some relief of heavy electric bill. The college building was taken over by the Block Administration for stabilising Quarantine centre for the Covid-19 victims of the surrounding area. The solar plant panel itself a boon for the Quarantine centre as the normal electricity supply of this area is not regular. **Financial Support to poor Cancer patients of the locality:-** The college provide financial assistance to five to ten poor cancer patients by organizing a charity football match. This year it was held on 4th February 2020 on the occasion of International Cancer Day. The fund is being collected from some benevolent persons of the locality, staff and students of the college and subscription of audience of the charity match. **Outcomes:-** In the year 2020 the following cancer patients were given total amount Rs.167000.00 whose name are Zarina Bibi, Urmila Mal, Shikha Saw, Divani Hembrom, Akal Seikh, Mahamay Devi, Md. Jakariya, Dipali Chakrioborty, Ranjit Ghosh, Sandip Bandar and Prasenjit Thanders.

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

<http://www.mgrcollege.org/wp-content/uploads/2019/10/Best-Practice.pdf>

7.3 – Institutional Distinctiveness

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

The institution is situated in Tribal Sub Plan area and underdevelopment one and it is the only college of the locality where under privileged pupils get facility to pursue Higher Education in all the faculties like Humanities, Science and Commerce.

Provide the weblink of the institution

<https://www.mgrcollege.org/institutional-distinctiveness/>

8.Future Plans of Actions for Next Academic Year

1. Clean Green Campus 2. Organisation of more Seminars/ Workshops 3. More ICT enabled Class Rooms 4. Preparing for NAAC 2nd Cycle 5. ISO Certification 6. Mini indoor and out door stadium 7. Auditorium 8. Pond Beautification with foundation