Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	MAHANTH MAHADEVANAND MAHILA MAHAVIDYALAYA, ARA
Name of the head of the Institution	DR ABHA SINGH
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	06182222334
Mobile no.	9470805462
Registered Email	m.m.mahilacollegeara@gmail.com
Alternate Email	principalmmmmara@gmail.com
Address	EAST RAMNA ROAD
City/Town	ARA
State/UT	Bihar
Pincode	802301
2. Institutional Status	
Affiliated / Constituent	Constituent
Type of Institution	Women
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	DR SHUBHA SINHA
Phone no/Alternate Phone no.	06182222334
Mobile no.	9470985797
Registered Email	iqacmmmahilacollegeara@gmail.com
Alternate Email	principalmmmmara@gmail.com
3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	http://www.mmmcollegeara.org/AQAR%202018-19.pdf
4. Whether Academic Calendar prepared	Yes

during the year	
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.mmmcollegeara.org/academic_calender.php

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.05	2016	16-Sep-2016	15-Sep-2021

6. Date of Establishment of IQAC	01-Apr-2016

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
MULTIPLE USE OF SMARTPHONE FOR OFFICE WORK	07-Jan-2020 1	10
NATIONAL WEBINAR ON MANAGING JOB STRESS DURING COVID 19 LOCKDOWN	07-Jun-2020 1	90
NATIONAL WEBINAR ON COVID-19: ITS IMPACT AND OUR COLLECTIVE RESPONSIBILITIES	07-Jun-2020 1	130
CELEBRATING NETAJI SUBHASH CHANDRA JAYANTI AND PLANTATION	23-Jan-2020 1	40
WORKSHOP ON STRESS MANAGEMENT AT WORKPLACE: TACKLING STRATEGIES	17-Dec-2019 1	50

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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
MMMAHILA COLLEGE ARA	UPGRADATION OF LAB AND DEVELOPMENT OF LIBRARY	GOV OF BIHAR	2020 730	600000

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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 :	3
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

1. NATIONAL WEBINAR ON MANAGING JOB STRESS DURING COVID 19 LOCKDOWN BY DEPT OF PSYCHOLOGY. 2. NATIONAL WEBINAR ON COVID19: ITS IMPACT AND OUR COLLECTIVE RESPONSIBILITIES, BY BCA DEPT. 3. TRAING PROGRAMME FOR NONTEACHING ATAFF ON MULTIPLE USE OF SMARTPHONE FOROFFICE WORK. 4. WORKSHOP ON ,STRESS MANAGEMENT AT WORKPLACE: TACKLING STRATEGIES, BY DEPT OF PSYCHOLOGY 5. IQAC TOOK LEAD TO PROMOTE THE DEVELOPMENT AND APPLICATION OF ECONTENT DEVELOPMENT AND LEARNING MANAGEMENT SYSTEM (LMS) DURING LOCKDOWN PERIOD IN THE END OF THE SESSION.

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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
Training programme for teaching and non teaching staff	training programme on 'smartphone use for office work'
IQAC took the lead to promote the development and application of econtent development and Learning Management System (LMS) in the last phase of the session due to lockdown.	online classes conducted youtube video lectures were created and uploaded for students promoting online classes.
To conduct more seminar conferences of National / International Level	Different WEBINARS and SEMINARS conducted by departments.
NSS/NCC Activities	Different activities were conducted by NSS Unit one and two

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14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
IQAC M M MAHILA COLLEGE, ARA	07-Dec-2021

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	11-Feb-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	The modules : 1. Online Admission Process 2. Admission List Generation 3. Centralized Online Merit List 4. Offline Challan Payment 5. Coursewise different fee table generation 6. Transfer Certificate Character Certificate Offline Mode 7. Free Education Policy for Girls Child adhered to with Zero fee Admission

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

PG Department of Home Science: The curriculum prescribed by the committee is followed by every following semester. And before completion of every semester the PG department of Home science conducts internals whereby the students are evaluated given assignment, attendance, personality development and coordinated activities. The examination schedule is prepared by the University which is uploaded on the website of the university and college as well as on the notice board. The question paper for the theory examination is prepared by the faculty members of PG department of home science of other Universities. The moderation of the question paper for theory examination is done by faculty along with two external faculty members. The answer books are evaluated by the faculty members of the external universities or as directed by university.

1.1.2 - Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 - Academic Flexibility

1.2.1 - New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		

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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
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
No Data Entered/Not Applicable !!!		

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
No Data Entered/Not Applicable !!!		

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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
BCA	BCA	30

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1.4 - Feedback System

1.4.1 - Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Nill
Alumni	Nill

Parents	Nill

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

Feedback Obtained

Feedback is collected from students and teachers, then analyzed for reviewing the quality policy. The college has a system of reviewing feedback from students, the guest faculty and teachers. These inputs are looked into while each department conducts activities to improve the knowledge of students. Suggestions from students and parents are always welcome and further incorporated wherever possible. Our faculty members, who are connected with the framing of the curriculum make significant and meaningful contributions. At the parents-teachers meetings, parents voice about the education provided by the Institution. Our faculty takes their opinion and makes an effort to address them appropriately.

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	Hons.	1692	Nill	1626
BSc	Hons.	622	Nill	313
MA	Home Science	187	Nill	134
MA	Psychology	111	Nill	102
BCA	COMPUTER APPLICATION	30	Nill	18

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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	3122	406	16	2	8

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	Numberof smart classrooms	E-resources and techniques used
32	32	4	4	2	4

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

Mentoring of students is conducted by the full time teachers of the departments of the institution. They provide students with practical, timely and impartial information service and advice. Mentoring of students entails following objectives : Promoting the academic, moral, social and cultural development and physical fitness of students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3122	32	1:98

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

51	26	Nill	7	19

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
2019	DR PRIYA KUMARI	Assistant Professor	Excellence in Research award by PRAGATI, GAPS, Dhanbad, Jharkhand
2019	DR NIDHI SINHA	Assistant Professor	Excellence in Research award for outstanding contribution in the field of Home Science Extension by Science and Technology Society for integrated rural improvements.
2019	DR VIJAYSHRI	Assistant Professor	Awarded membership of IAHP JULY 2019

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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
BA	Nill	III YEAR	29/12/2020	03/05/2021
BSc	Nill	III YEAR	29/12/2020	03/05/2021
BCA	Nill	SEM III	27/07/2019	04/09/2019
BCA	Nill	SEM IV	03/03/2020	02/07/2020
MA	Nill	SEM III	24/04/2021	Nill
MA	Nill	SEM II	24/04/2021	Nill

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

The evaluation of the annual system (UG) is carried out through annual examination the schedule of which is published by the university and conducted by the respective colleges. The time table of the examination is displayed on the university / college website and letter on the notice board of the college. Question are set by the university and sent to the college examination centre. After the examination the answer book are sent to the examination section of the university whereby there evaluated through a centralized evaluation system. The evaluation of the PG CBCS (Psychology Home science) System is carried out through a system where the schedule is published by the university and sent to the respective colleges. The time table is displayed on the university/college website and letter on the college notice board. Questions are set by the university from each unit covering all the topics and sent to the college examination centre. After the examination the college sends the answer books to the university examination centre for evaluation through a centralized evaluation system.

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

The University prepares the academic calendar and the dates of examination of various courses/programs. The college accordingly follows up the same and prepares its own academic calendar. The examination department prepares the examination programs and sets questions papers which are sent to the examination centres/colleges at the time of examination along with the answer-books. The program of the examination is uploaded on the University website in advance. After duly conducting the examination the answer-books are sent to the different centres scheduled by the University examination department. A centralized/decentralized evaluation systems functions as per schedule where the answer-books are evaluated. The examination department of University declares the result of the examination on University website

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.mmmcollegeara.org/copo.php

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
PG	MA	HOMESCIENCE	77	48	62.33
PG	MA	PSYCHOLOGY	98	75	76.53
UG	BA	BACHELOR OF ARTS	891	809	90.79
UG	BSc	BACHELOR OF SCIENCE	262	222	84.63
UG	BCA	BACHELOR OF COMPUTER APPLICATION	20	20	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)

No Data Entered/Not Applicable !!!

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
No Data Entered/Not Applicable !!!				

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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
Quiz Competition on History of English Literature	ENGLISH	14/09/2019
Marriage Customes of different Religion	BCA	21/01/2020
National Webinar on COVID-19 Its Impact Our Collective Responsibilities.	BCA	07/06/2020
Lecture on Yoga Philosophy	PHILOSOPHY	16/03/2020
Kavya Goshthi	HINDI	06/03/2020
Departmental Seminar on the topic "History of Economic Growth of Bihar and its contribution towards the growth of India	ECONOMICS	04/01/2020
DRAWING COMPETITION ON STRUCTURE OF PLANT CELL	BOTONY	09/08/2019
SPECIAL LECTURE ON LINKAGE	BOTONY	14/09/2019
QUIZ COMPETITION ON ECOLOGICAL ADAPTATION	BOTONY	29/01/2020
Quiz Competition	HISTORY	20/01/2020
महिलाओ पर बढ़ते अत्याचार कारण और निवारण	POLITICAL SCIENCE	16/12/2019
Scope of Psychology Job Opportunities	PSYCHOLOGY	10/08/2019
Stress Management at work-place:Tackling strategies	PSYCHOLOGY	17/12/2019
Celebrating constitution Day	POLITICAL	26/11/2019

	SCIENCE	
Covid-19 and mental health	PSYCHOLOGY	21/05/2020
Managing Job stress duringcovid-19 lockdown	PSYCHOLOGY	07/06/2020
Special Lecture on Fuel Cells	CHEMISTRY	15/10/2019
Presentation by students on topic Discovery of DNA	CHEMISTRY	22/01/2020
QUIZ ON PARASITISM	ZOOLOGY	10/08/2019
Group discussion on Eco-System	ZOOLOGY	20/11/2019
Seminar-Arsenic Pollution (BIHAR)	ZOOLOGY	28/01/2020
Netaji subhash chandra bose jayanti plantation	BCA	23/01/2020
Salad Decoration Competition	HOME SCIENCE	07/01/2020
Folder Making Competition	HOME SCIENCE	17/01/2020
Product Development	HOME SCIENCE	22/01/2020
Quiz on census in INDIA	ECONOMICS	26/08/2019
Sanskrit Shloka Path	SANSKRIT	09/11/2019

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
No Data Entered/Not Applicable !!!				

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

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					

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3.3 - Research Publications and Awards

3.3.1 - Incentive to the teachers who receive recognition/awards

State	National	International
	3	

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

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

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)
International	PSYCHOLOGY	4	5.1
International	CHEMISTRY	3	3.79
International	PHYSICS	1	Nill
National	ENGLISH	1	3.96

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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
ECONOMICS	2
PSYCHOLOGY	1
PHILOSOPHY	1
SANSKRIT	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
No Data Entered/Not Applicable !!!						

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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 Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	16	45	1	2
Presented papers	6	8	Nill	Nill
Resource persons	1	3	Nill	Nill

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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
No Data Entered/Not Applicable !!!			

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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
No Data Entered/Not Applicable !!!			

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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/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
No Data Entered/Not Applicable !!!				

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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
No Data Entered/Not Applicable !!!			

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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	Title of the	Name of the partnering institution/ industry /research	Duration	Duration	Participant

linkage	linkage	lab with contact details	From	To
No Data Entered/Not Applicable !!!				

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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
No Data Entered/Not Applicable !!!			

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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
Nill	2963730

4.1.2 - Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Newly Added
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added

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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 patially)	Version	Year of automation
20377	Partially	Nill	2016

4.2.2 - Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	24040	Nill	1631	Nill	25671	Nill
Journals	5	Nill	Nill	Nill	5	Nill

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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
No Data Entered/Not Applicable !!!			

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4.3 - IT Infrastructure

4.3.1 - Technology Upgradation (overall)

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

Total	0	0	0	0	0	0	0	0	0

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

72 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
virtual lab, Dept of BCA, M. M. Mahila college	https://docs.google.com/spreadsheets/d/1UeRhsh74tZ9S-teb3tYBdYuThiXXJc9cLDj4dY4DhKM/edit?usp=sharing

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 incurredon maintenance of physical facilites
Nill	459341	Nill	420690

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

The procedure and policies for maintaining and utilizing physical, academic and support facilities are performed for a streamlined effect laboratory. The various UG laboratory like physics, chemistry, botany and zoology are provided with contingency by the college. Contingency fund is given to meet urgent expenditure of the laboratory and its practical work. The government of Bihar granted a sum of rupees 4 lakhs for the upgradation of the UG practical laboratory of physics, chemistry, botany and zoology. The PG department of Home science and psychology is provided with the regular contingency fund from the college. Books in the library are provided frequently through MP fund. Government of Bihar provided an amount of rupees 2 lakhs for the purchase of general books. Sports complex is maintained by the fund provided by RUSA. Computer maintenance is practiced. The computer is kept unrestricted and is protected from potential threats like viruses, malware and hard drive failure. The college repair the computers if and when needed by providing the necessary fund. The hostel and classrooms are routinely maintained and renovation under RUSA funding is being done.

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	Nill	Nill	Nill
Financial Support from Other Sources			
a) National	1. POST MATRIC SCHOLARSHIP. 2. MINORITY AND MAULANA AZAD NATIONAL SCHOLARSHIP	161	Nill
b) International	Nill	Nill	Nill

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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 implemetation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			

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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 passedin the comp. exam	Number of studentsp placed
No Data Entered/Not Applicable !!!					

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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
245	245	20

5.2 - Student Progression

5.2.1 - Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
No Data Entered/Not Applicable !!!					

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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
No Data Entered/Not Applicable !!!					

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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
No Data Entered/Not Applicable !!!	

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

Activity	Level	Number of Participants
INTER COLLEGE CULTURAL COMPETITION	UNIVERSITY	36

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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
No Data Entered/Not Applicable !!!						

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

No Data Entered/Not Applicable !!!

5.4 - Alumni Engagement

5.4.1 - Whether the institution has registered Alumni Association?

No Data Entered/Not Applicable !!!

5.4.2 - No. of enrolled Alumni:

70

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

No Data Entered/Not Applicable !!!

5.4.4 - Meetings/activities organized by Alumni Association :

No Data Entered/Not Applicable !!!

CRITERION VI - GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The institution believes in the policy of decentralized and participatory functioning. The Principal is at the highest post as the Chief Administrative and Executive functionary of the College, well supported by a series of Office bearers of different orders. Bursors, Proctors, Controller of Examination, Asstt. RTI Officer, BCA Co-ordinator, Asstt. Co-ordinator NOU, Athletics President, Media-in-charge, Wifi-incharge, Cultural-in-charge, Research Development Cell, Garden Cell, Grievance Cell, Hostel Warden, Road Safety Management, Nodal Officer admission, Library-in-charge, Nodal Officer or AISHE, Hostel Superintendent and Caretaker of General as well as Welfare Girls Hostel, NCC caretaker, NSS Programmer Officer of two units. They serve as in charge in their respective fields mounting the academic and allied responsibilities for quality enhancement and sustainable development. The IQAC was reconstructed, the coordinator Asstt. Co-ordinator were appointed from the permanent faculty to promote participative functioning.

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
Teaching and Learning	The college has always promoted a healthy and effective teaching learning mechanism. With the implementation of the practice of group discussions, assignments, seminar, paper presentation etc. This helps the learners to be more creative, practical and confident. Along with the traditional methods classroom teaching, the usage of ICT techniques has been on rise.
Research and Development	The College has been fowling on and taking keen interest in promotion of Research and extension activities the Accreditation in 2016. It has also taken initiatives to encourage and build a scientific temper among students. An all our effort to promote research oriented talents such as creativity and innovation has been taken, by the Research and Development Cell instituted by the college. One of the major activities of R D Cell has been to promote research presentations were made in National / International / State Seminars, 24 research articles were published in National / International journals an in seminar proceedings. During the Past accreditation period, the faculty have produced 4 publications in SCOPUS / Web of Science including 33 citations. One book published with ISSN/ISBN by Dr. Vijayshri, Dept. of Psychology. Most of the research articles are in peer reviewed journals. 3 teachers took to Ph.D studies, Out of which 2 were awarded Ph.D. degree.
Library, ICT and Physical Infrastructure / Instrumentation	The library is a research centre. Books are purchased for the library as per availability of fund various departments so that sufficient books are made available for reference for borrowing. Apart from the course material, the library caters to the divergent needs of the students. Magazines and general books are also available. ICT facilities are made available in the library to facilitated online referencing to the students. The sensitization lectures are for the first year students to be aware of the rules and regulations of the library and also the resources available to them.

Human Resource Management	Teaching quality is enhanced by involvement in research and development programmes. The teachers are adequately qualified and experienced. The sanctioned posts are 51 but at present only 26 posts are filled. Out of which 19 are Ph.D. holders. There are 3 Adhoc teachers, two in the department of Political Science and one in Hindi Department also 3 in BCA dept.
Curriculum Development	The choice based creative system (CBCS) in PG (2) programmes (Home Science Psychology) for the academic session 2018-19. At the same time the semester system of academic programmes has been introduced. The curriculum of these are designed by the experts from academic and profession fields under the guidance of university considering the demand and contemporary trends.
Examination and Evaluation	The college has the conventional method of Examination. And Evaluation is carried under the supervision of heads for smooth implementation of the entire process.
Admission of Students	The admission of the students in the college in different Programmes/courses follows a well drawn online offline process OFSS.

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

E-governace area	Details
Examination	the online examination form is filled by the students on the university portal. The entire examination procedure is handled by the teachers of the department manually. It includes verification of the examination form computing off marks and sending the marks to the university examination department. Due to COVID-19 crisis the examination procedure delayed for some time and taken back in form of assignment based examination for the convenience of the students, especially for those belonging to rural areas.
Student Admission and Support	Every information about the admission process in each program is communicated by the University to the colleges where admission process is fully automated involving online mode of application and fee transaction. Amid the current COVID crisis online classes were conducted smoothly. The university conducted assignment based examination for UG, PG and BCA which was duly implemented by the college.
Administration	The overall administration of the institution is supported and upheld by a partial e-communication and e-resource. Internet facility enables the departments and officers/cells to transmit important data and information. Within the college, head of the institute remains in contact with the heads of the departments and administrative officers through a communication network for circulation of needful information.

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
No Data Entered/Not Applicable !!!				

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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	Nill	MULTIPLE USE OF SMARTPHONE FOR OFFICE WORK	07/01/2020	07/01/2020	Nill	10

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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
ORIENTATION PROGRAMME	4	Nill	Nill	Nill
REFRESHER COURSE	3	Nill	Nill	Nill
SHORT TERM COURSE	1	Nill	Nill	Nill
TRAINING COURSE	1	Nill	Nill	Nill
FACULTY DEVELOPMENT PROGRAMME	9	Nill	Nill	Nill

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

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

6.3.5 - Welfare schemes for

Teaching	Non-teaching	Students
EMPLOYEE PROVIDENT FUND FOR PERMANENT TEACHERS	EMPLOYEE PROVIDENT FUND	FREESHIPS

6.4 - Financial Management and Resource Mobilization

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

All accounts are audited by a statutory Auditor for every financial year the accounts of the College are subject to audit by the external qualified, chartered accountant appointed by the university. The qualified remarks made by the auditor are taken into consideration. The head of the institution takes keen interest in observing the administrative performance at the levels.

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
No Data Entered/Not Applicable !!!		

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6.4.3 - Total corpus fund generated

No Data Entered/Not Applicable !!!

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	Nill	Nill	Yes	IQAC
Administrative	Nill	Nill	Yes	SANJAY JHA ASSOCIATES CHARTERED ACCUNTANT, PATNA

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

No Data Entered/Not Applicable !!!

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

1. training programme on multiple use of smartphone for office work on 7th Jan 2020.

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

1. Renovation and new construction of building and purchase of equipments under RUSA scheme. 2. Proposal for certificate course in performing arts. 3. proposal for certificate course in textile designing

6.5.5 - Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes

b)Participation in NIRF	Nill
c)ISO certification	Nill
d)NBA or any other quality audit	Nill

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	WORKSHOP ON STRESS MANAGEMENT AT WORKPLACE: TACKLING STRATEGIES	17/12/2019	Nill	Nill	50
2020	CELEBRATING NETAJI SUBHASH CHANDRA JAYANTI AND PLANTATION	23/01/2020	Nill	Nill	40
2020	NATIONAL WEBINAR ON COVID-19: ITS IMPACT AND OUR COLLECTIVE RESPONSIBILITIES	07/06/2020	Nill	Nill	130
2020	NATIONAL WEBINAR ON MANAGING JOB STRESS DURING COVID 19 LOCKDOWN	07/06/2020	Nill	Nill	90
2020	TRAINING PROGRAMME ON MULTIPLE USE OF SMARTPHONE FOR OFFICE WORK	07/01/2020	Nill	Nill	10

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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

No Data Entered/Not Applicable !!!

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
No Data Entered/Not Applicable !!!

7.1.3 - Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	Nill
Rest Rooms	Yes	Nill
Scribes for examination	Yes	Nill
Any other similar facility	Yes	Nill

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
2019	Nill	1	31/07/2019	1	WATER CONSERVATION PROGRAMME	Nill	30
2019	Nill	1	01/08/2019	1	SWACHHATA ABHIYAN RALLY	Nill	30
2019	Nill	1	02/08/2019	1	HEALTH CAMP	Nill	30
2019	Nill	1	03/08/2019	1	BETI BACHAO BETI PADHAO	Nill	30
2019	Nill	1	04/08/2019	1	PLANTATION	Nill	30

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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)
MMMAHILA COLLEGE ARA REVISED E-HANDBOOK FOR BA,BSC,BCA	01/07/2019	Nil
MMMAHILA COLLEGE ARA REVISED E-HANDBOOK FOR PG	01/07/2019	Nil

7.1.6 - Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			

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

1. PLANTATION IN CAMPUS. 2. GROUP DISCUSSION ON ECO-SYSTEM BY DEPT OF ZOOLOGY.

7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices

1. Distribution of hand made masks was done by the volunteers of NSS during COVID-19 LOCKDOWN. 2. The college offered its premises to the district administration as community kitchen for people in quarantine.

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

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

No data entered !!!

8.Future Plans of Actions for Next Academic Year

1. To strengthen learning outcomes of programs, pedagogical strategies, training programs. 2. Resource mobilization for developing common facilities for students, teaching staff and non teaching staff. 3. To fulfill the demand of parents, alumni students and local area necessity for the PG programs. 4.Feedback for the students and other stakeholders like parents, alumni and employers to be taken to the relevant platform. 5. To strengthen the highly rated departments including science departments with more teaching aids and laboratory equipments. 6. To develop training, Research and consultancy areas attention is needed to be paid to specializations and teacher quality. 7. To ensure qualitative research in different areas, resource mobilization for developing common facilities steps should be taken to enlarge and enrich the learning infrastructure. 8. Since infrastructure area funding for research is not available, Various funding agencies may be approached for research projects. 9 Initiating quality research journals and online digital library for PG and PhD students as per UGC regulations. 10. In this massive online shift while we still might be in a structured Framework there is a need to reposition. In view of this the following plan is proposed for the academic session. Two proposed certificate courses in textile designing and performing arts will be introduced. 11. Upgrade the infrastructure and resources for the empowerment of the college. 12. Procure implements/tools for sanitization under standard operating procedures. 13. To enable faculty by promoting IT tools. 14. To introduce online/ offline, skill based /value added courses, the college is planning to organize online/ offline faculty development programme, International and national webinars, conferences, symposia. 15. Further strengthen and consolidate the working of career guidance and placement cell, targeting to make the college an attractive destination for recruiters. 16. To organize pre-placement talks, workshops. Introduce online feedback form for parents and alimony and online student satisfaction survey. 17. Steps to lay stress on more research Publication and creation of socially relevant knowledge through research in collaboration with universities, civil societies, industries and government organizations. 18. To increase the outreach activities of NSS and NCC. 19. Consolidate two best practices: 1. ARANYA- An initiative towards Environmental peace, harmony and environmental consciousness. 2. VIRASAT- An attempt to preserve local heritage.