



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1. Name of the Institution

MADHUPUR COLLEGE, MADHUPUR

- Name of the Head of the institution **DR. RATNAKAR BHARTI**
- Designation **PRINCIPAL (in-Charge)**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **06438224597**
- Mobile No: **8271213666**
- Registered e-mail **principal.mcm1966@gmail.com**
- Alternate e-mail **mcmadhupur@gmail.com**
- Address **Patherchapti College Road,
Madhupur**
- City/Town **Madhupur**
- State/UT **Jharkhand**
- Pin Code **815353**

2. Institutional status

- Type of Institution **Co-education**
- Location **Semi-Urban**
- Financial Status **UGC 2f and 12(B)**

- Name of the Affiliating University **Sido Kanhu Murmu University, Dumka**
- Name of the IQAC Coordinator **Dr. Bharat Prasad**
- Phone No. **8298190311**
- Alternate phone No. **7990839441**
- Mobile **8298190311**
- IQAC e-mail address **mcmadhupur@gmail.com**
- Alternate e-mail address **horenhila966@gmail.com**

3. Website address (Web link of the AQAR (Previous Academic Year))

<https://madhupurcollege.com/NAAC/AQAR%202019-20.pdf>

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<https://madhupurcollege.com/NAAC/Academic%20Claender%202020-21.PDF>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	B	2.03	2017	30/10/2017	29/10/2022

6. Date of Establishment of IQAC

22/05/2014

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	NIL	NIL

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC

[View File](#)

9. No. of IQAC meetings held during the year

2

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report

[View File](#)

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

- If yes, mention the amount

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

1. To enhance the inner quality, IQAC encouraged the teaching staffs and 06 papers were published by the different faculties in various renowned journals during the academic year 2020-21. 2. Departmental Seminars were conducted during in the offline mode. It has been conducted for the betterment of students and to cope with the ongoing challenges like competition, public speaking etc. - Mostly all departments organized inter/intra department seminars, quiz and debates to regulate the teaching and learning process and fill the gap between teachers and students. 3. Due to Covid-19 lockdown this academic year all the departments have been guided to take the online classes through different online mode and the faculty members are directed to publish the research papers and attend the webinars and online workshops as much as possible: All the faculty members have performed their online classes regularly and most of them have attended the online webinars and workshops.

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

Plan of Action	Achievements/Outcomes
1. Dress code for the students	By the end of the academic year 2020-21 the dress code for the students of Arts, Commerce and Science was implemented.
2. College website up-gradation	With the help of website expert the college website was updated in view of more user friendly to access by the staffs and the students of the college as well as stakeholders.
3. College Internal Examination	With the help of various tools such as Google Form, Mentimeter, Testmoz etc. the online internal examinations had been conducted successfully.

13. Whether the AQAR was placed before statutory body? No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

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• Name of the Head of the institution	DR. RATNAKAR BHARTI
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• Alternate phone No.	7990839441				
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• IQAC e-mail address	mcmadhupur@gmail.com				
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• Upload latest notification of formation of IQAC			View File		
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No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2020	26/02/2022

15. Multidisciplinary / interdisciplinary

The students of Madhupur College are provided with the benefit of interdisciplinary knowledge through Generic subject offered in Semester I, II, III, IV in B.A., B.Com., and B.Sc. The students can opt for one different Generic subjects in Semester I and III which they continue in Semester II and IV respectively. The students opt only those subjects as Generic which does not include their Honours subject. Hence, in the course of three years the students gains knowledge in three different subjects.

16.Academic bank of credits (ABC):
Madhupur College does not have Academic bank of credits facility at present
17.Skill development:
<p>Madhupur College offers number of courses throughout the semesters that are beneficial for the skill development of the students in many ways. In Semester I, the students are offered Hindi/English/Sanskrit/Urdu/MIL as Ability Enhancement Compulsory Course (AECC) in which they are taught soft skills like communication, official correspondence, report writing etc. In Semester III, the students are offered Computer Applications & Information Technology as one the Specific Elective Courses (SEC) in which they are taught computer and technology skills. In Semester IV, the students are offered Life Skill and Personality Development and Entrepreneurship as two of the second Specific Elective Courses (SEC) in which they are taught leadership qualities.</p>
18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)
<p>Madhupur College offers ' Constitution of India and Human Rights ' as one of the compulsory Specific Elective Courses in Semester III. The students are made familiar with Indian Constitution, its history, importance and code of conduct as Indian citizens. The College also offers Honours course in Indian languages like Hindi, Sanskrit, Urdu, and Bengali. The students are taught a brief history of these languages, literature and the contributions it has made in Indian history as a whole. Through the study of literature of these languages the students are also taught a brief understanding of culture to which these languages belong.</p>
19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):
<p>The courses mentioned in Column 17 and 18 focuses on Outcome based education along with the subjects the students opt as their major courses as this systematic distribution of courses gives students a clear vision regarding their goals in life. This also helps teachers to harness their skill in learning and teaching.</p>
20.Distance education/online education:
<p>Madhupur College does not provide education in distance mode. However, during COVID-19, the College had switched to online mode of education looking into the welfare of the students and also as</p>

it was the need of the time. Since then, the College has adopted both offline and online mode of education for the welfare of the students.

Extended Profile

1. Programme

1.1 15

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2. Student

2.1 1458

Number of students during the year

File Description	Documents
Data Template	View File

2.2 2640

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

File Description	Documents
Data Template	View File

2.3 1019

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3. Academic

3.1 18

Number of full time teachers during the year

File Description	Documents
Data Template	View File
3.2	19
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	18
Total number of Classrooms and Seminar halls	
4.2	NILL
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	40
Total number of computers on campus for academic purposes	
Part B	
CURRICULAR ASPECTS	
1.1 - Curricular Planning and Implementation	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
<p>The Institution strictly ensures the effective curriculum delivery through prescribed syllabi and curriculum activities which is given by our parent university Sido Kanhu Murmu University, Dumka. The new session is filled with new challenges because of the pandemic caused by Covid-19. The IQAC plans, guides and monitors to complete the syllabus on time and explains to the students first time in online mode.</p> <ul style="list-style-type: none"> The head of the institution has to distribute the courses among the faculty (Head) of the department concerned, respectively, after receiving the teaching plan of the faculty, the head of the department concerned distributes the workload among his/her departmental faculty. Our institution follows the chalk and board teaching method to 	

pass the information among the students. We follow a purely lecture method. This year a new mode of teaching and learning process is going to be implemented. Our faculty is committed to utilizing teaching aids when necessary to make teaching the most effective and comprehensive, our faculty also simplifies applicable curriculum for students that they can easily understand. The mode is transferred into online by using the Wi-Fi facility on Google Meet, Zoom, Google Classroom and so on and so forth.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://madhupurcollege.com/NAAC/Academic%20Claender%202020-21.PDF

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Before the beginning of each semester, Sido Kanhu Murmu University notifies an academic calendar for all the programs from July, 2020 to June, 2021, which contains the dates for admission process, commencement of classes, dates for the Internal Assessment and dates for semester-end examinations.

Madhupur College, Madhupur follows the calendar issued by the University strictly and plans all its activities including the conduct of Continuous Internal Evaluation. The department of the examination of the college prepares schedule for the Internal Assessments so that the students may follow the decorum as well as well organized assessments subject wise and evaluate the progress. Thus, all activities are conducted in adherence to the calendar of events except unpredicted circumstances. This year right from the beginning the pandemic of Covid-19 has been hurdling for the effective use of the academic calendar; however the institution has accepted the challenges and executed the new process of lectures, webinars, co-curricular activities and extra-curricular activities with the following of Covid-19 guidelines issued by the government. A new way of conducting assignments, quizzes, and webinars through Google Meet, Testmoz and Google Form apps have been the important tools to execute the Online Mode of following the academic calendar.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://madhupurcollege.com/NAAC/Academic%20Claender%202020-21.PDF

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

15

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)**

00

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

0

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment**1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum**

Madhupur College, Madhupur is a constituent unit of Sido Kanhu Murmu University, Dumka, Jharkhand. Therefore, the college follows the complete curriculum designed by the university. The University integrates cross cutting issues relevant to Professional Ethics, Gender, Environment and Sustainability human values into the curriculum. Every year the College organizes safety rules for girls, laws for Woman's improvement of mental health, Gender Equality programs, emphasizing Woman Empowerment, self protection, health checkups etc.

List of Core Courses:

1. Constitution of India and Human Rights
2. Environment Public Health
3. Computer Application and Information Technology
4. Life Skills and Personality Development
5. Building Mathematical Ability
6. Entrepreneurship
7. Value and Moral Education

The above courses are mandatory for the students and in case a student who fails to attend and get pass marks in the above courses will not get course completion certificate.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

01

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

59

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

<p>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni</p>	<p>B. Any 3 of the above</p>

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://madhupurcollege.com/NAAC/Feedback%20Analysis%20Report.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

4400

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

859

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Every academic year the Principal of the college organizes an academic council meeting and nominates the teaching faculty of the concerned subjects as the class-in-charge of a particular class and nominates the routine in-charge and assigns the classroom for the maintenance of academic atmosphere. The college undertakes the following measures to improve the educational standards of all the students to achieve the targeted goal.

Planning for the slow bloomers:

1. Madhupur is surrounded by the ST, SC, OBC and EWS where most of the students are from Hindi medium back ground. Special English classes are conducted for all the slow learners who joined in the English medium courses.
2. Personal attention is paid towards the slow learners to make them understand the concepts of the subject.
3. Subject orientation sessions are conducted for the slow learners.

Planning for the advanced learners:

1. Advanced learners are identified and faculty members call for workshops on short article writing on the basis of the subjects related.
2. They are suggested to prepare project works based on their interest and subjects.
3. They are given the opportunity to participate in Seminars/webinars, Paper Presentations, Project Competitions and participate in Academic or career guidance programme.

File Description	Documents
Link for additional Information	https://www.madhupurcollege.com/AQAR/2.2.1%20-%20The%20institution%20assesses%20the%20learning%20levels%20of%20the%20students%20and%20organizes%20special%20Programmes%20for%20advanced%20learners%20and%20slow%20learners.pdf
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1458	18

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The institution believes in students' centric methods of teaching and learning and has been practicing the same for the convenience and better understandability of the students. The teachers make sure to involve methods such as experiential learning, participating learning and problem-solving methodologies as the institution has students belonging to different class and level of understandability.

Teachers make classes as interactive as possible and encourage innovative thought and novel interpretations. Since the institution is located in an area where students enrolled in the institution most belong to rural area, they have slow pace of learning. So as to make them comfortable in the classroom with other students, teachers make sure to make the class teaching bi-lingual using both English and Hindi according to the comfortability and understandability of the students.

Internal assessments are planned so as to encourage students to work independently. Written assignments are required to be submitted by students and these need to be done individually by

researching on the given topic so as to enhance confidence and develop writing skills.

Student representation in administration is an important initiative taken by the institution. Representation of students serves as members of Board of Governance.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://www.madhupurcollege.com/AOAR/2.3.1-%20-%20Student%20centric%20methods,%20such%20as%20experiential%20learning,%20participative%20learning%20and%20problem%20solving%20methodologies%20are%20used%20for%20enhancing%20learning%20experiences.docx

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The academic year 2020-21 has been most productive year for using ICT enable tools for effective-learning process due to Covid-19 Lockdown. It has been utilized most effective way and in advanced form of teaching-learning in addition to chalk and talk method of teaching.

Emphasizing on ICT enable tools, the institution makes sure that all the teachers quickly adapt to Online Teaching and Learning. To empower them, the parent University has conducted series of workshops on New Environment, New Requirements, New Technology and Old Method to develop the teaching learning atmosphere more participatory. College encouraged the teachers to adapt this Online Mode of teaching by making use of social media but emphasis on Zoom, Google Meet, Google Classroom, Mentimeter, Google Form and Testmoz.

All the lecture recordings and contents were uploaded on the Subject Google Classrooms and college website as well. Using Google meet app provides effective communication and makes available the E-content at any point of time for the students. College uses the Wi-Fi connection to facilitate this process to each classroom. The online examination, quiz, singing competition, debate, webinars have been conducted through Google Form app in college level for the under graduation students.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.madhupurcollege.com/AQAR/2.3.2%20-%20Teachers%20use%20ICT%20enabled%20tools%20for%20effective%20teaching-learning%20process.%20Write%20description%20in%20maximum%20of%20200%20words.docx

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

00

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

18

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

9

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**2.4.3.1 - Total experience of full-time teachers**

18

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Internal Assessment is one of the best and effective surveys of each and every student in terms of the evaluation of wholesome development at least in written and viva. The examination department of the college calls for a meeting to make sure about the completion of the syllabus for such periodic. Each faculty member makes sure that the students are informed about the pattern of the question. In order to make the process transparent and robust in terms of frequency and mode, the students in each faculty are unified in one platform through the social media group and call for the online meeting and informed each and every information about the syllabus and college. The college website played a great role to open up the system more participatory.

The Department of Examination instructs to collect the questions from each Head of the Department and enter in Google Form for the smooth conduct of the examination and prepare links to upload in the internet on the specific date and time. The assessment of answer sheets is auto generated through the Google Forms examination link, where respective subject teacher provides correct choices making the evaluation process robust and transparent.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.madhupurcollege.com/AQAR/2.5.1%20-%20Mechanism%20of%20internal%20assessment%20is%20transparent%20and%20robust%20in%20terms%20of%20frequency%20and%20mode.%20Write%20description%20within%20200%20words..pdf

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The institution gives importance to the students; therefore they have every right to make representation about their Grievances in the evaluation process both at college level and University level. The examination Department of the College plays great role to be transparent regarding the conduct of Internal Assessment Examinations. It is well informed before the Internal Examination and in case of any Grievances students can approach the Head of the Department / Principal seeking for redressal. The Head of the Department/ Principal find a suitable solution which will be communicated to the Students.

Institute longs for the improvement of the student therefore each faculty adopts effective mechanism to deal with internal examination related grievances is transparent, time- bound and efficient. After the evaluation of the Internal related examinations papers or projects, in case the students are not satisfied they are instructed to meet the Head of the Department and shown their mistakes to improve. In addition to that in case of any malpractices found during the examination, student is given an opportunity to present his/her case before the committee and the decision of the committee is final and binding and is conveyed to the student within the time schedule.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.madhupurcollege.com/AOAR/2.5.2%20-%20Mechanism%20to%20deal%20with%20inte%20rnal%20examination%20related%20grievances%20is%20transparent,%20time-%20bound%20and%20efficient.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Madhupur College, Madhupur is the constituent unit of Sido Kanhu Murmu University, Dumka and under the supervision of Principal the teachers and students are well informed about the stated Programme and course outcomes of the Programmes by the college through notice.

Notice confirms each and every detail of the programmes:

1. In case of admission, students have to go through documents verification and the details of the documents display the chronological order for the students and circulated through notice and authentic departmental social media group.
2. In case of the Examination, time schedule of the payment of the examination fee is displayed in the college notice.
3. Examination time table is displayed well advanced and sitting arrangement and invigilation schedule (Only for the teachers) are displayed on the day before the examination is conducted.

The Examination Department of the college is responsible for various pre-examination grievances such as late payment of exam fee with fine and the post examination grievances such as recounting and revaluation and students are redirected to approach the said department. Every detail of the programme provided by the college is transparent for the teachers and students as well.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.madhupurcollege.com/AQAR/2.6.1%20-%20Teachers%20and%20students%20are%20aware%20of%20the%20stated%20Programme%20and%20course%20outcomes%20of%20the%20Programmes%20offered%20by%20the%20institution.pdf
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Attainment of Programme Outcomes is measured by observing the performance of the students in various competitions under the supervision of the Principal such as elocution, debate, seminars and preparation of assignments, student study projects and performance in the programs. Institution appoints the evaluators through programme in-charge of the college and nodal officers of NSS units who decide the mode, venue and date of the programmes through notice. At the end of the each event numbers of students who perform better are facilitated with the certificates and prizes to promote the zeal for better performance and enhance the skill and knowledge.

Attainment of Course Outcomes is measured by observing the performance of the students in Continuous Internal Evaluations and Semester End-Examinations. The performance of the student is shown as marks and grade based on the total marks obtained by the student both Internal Exam which is 20/15 Marks and Semester End Exams of 80/60 Marks including practical exams of 25 for those who belong to Science stream. The evaluation of the Internal Examination is done by the each subject teacher and Semester End Examination is done by the external. Result for both evaluations finally comes in the internet through university website.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.madhupurcollege.com/AQAR/2.6.2-%20Attainment%20of%20Programme%20outcomes%20and%20course%20outcomes%20are%20evaluated%20by%20the%20institution.pdf

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

1190

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	https://www.madhupurcollege.com/AQAR/2.6.3.2-%20Total%20number%20of%20final%20year%20students%20who%20appeared%20for%20the%20university%20examination%20during%20the%20year.xlsx

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

[https://madhupurcollege.com/AQAR/2.7.1-%20Student%20Satisfaction%20Survey%20\(SSS\)%20on%20overall%20institutional%20performance%20\(Institution%20may%20design%20its%20own%20questionnaire\)%20\(results%20and%20details%20need%20to%20be%20provided%20as%20a%20weblink\)](https://madhupurcollege.com/AQAR/2.7.1-%20Student%20Satisfaction%20Survey%20(SSS)%20on%20overall%20institutional%20performance%20(Institution%20may%20design%20its%20own%20questionnaire)%20(results%20and%20details%20need%20to%20be%20provided%20as%20a%20weblink))

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

NA

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

NA

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	NA

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year**3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year**

0

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	No File Uploaded

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

3

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

0

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	No File Uploaded

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

This academic year 2020-21 was the most crucial year due to frequent lockdown due to Covid-19, therefore extension activities were shortened by tree plantation and cleaning the campus by the

NSS units.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year**3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year**

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year**3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

0

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	No File Uploaded

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

0

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	No File Uploaded

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

0

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

00

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	No File Uploaded

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Madhupur College, Madhupur has sufficient infrastructure that is spread across a vast area of 6 BIGHAs, 11 KATTAs and 14 DHURs as well as 31 BIGHAs with the playground and future development for the infrastructure.

The college has the keen interest for the quality of teaching, learning and research, and ensures it through adequate infrastructure and physical facilities. It provides good infrastructural facilities for the teaching-learning experiences and rolls-out value added programmes & activities which are govern by Sido Kanhu Murmu University, Dumka, Jharkhand which is Activity based learning, Laboratory oriented theory classes which bridges the gaps in academic teaching and in par with industry requirements.

Classrooms and Seminar Halls:

Eighteen Classrooms with healthy atmosphere.

Two Seminar Halls with ICT facilities

One LCD Projector

One LED TV cum Interactive Display

Five Classrooms with black boards

Thirteen Classrooms with white boards

Laboratories:-

Physics UG lab.

Chemistry UG lab.

Botany UG lab.

Zoology UG lab.

Botanical Garden is maintained in the college campus.

Computing Equipment:-

One internet enabled classroom with Twenty Eight Computers for UG students.

Power Back Up:-

One bigger Generator with total capacity of 30 KVA power and another with 5 KVA.

Library:-

The college library with two stories building has a collection of more than Fifteen Thousand Books and 9 Journals and 8 Magazines.

Internet Facility:-

Internet is supported by ALLIANCE BROAD BAND with 100 Mbps.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.madhupurcollege.com/AQAR/4.1.1%20-%20The%20Institution%20has%20adequate%20infrastructure%20and%20physical%20facilities%20for%20teaching-%20learning.%20viz.,%20classrooms,%20laboratories,%20computing%20equipment%20etc.docx

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The College has adequate facilities for conducting sports, games and cultural activities. Sports facilities have been established for various games inclusive of Volleyball and shuttle Badminton, Kabaddi, Kho-Kho, Football, Cricket court and Throw ball to ensure the focus of the institute in providing extra-curricular activities to the students. We also have facilities for Chess, Caroms, and Ludos.

College strongly believes that a healthy mind breeds a healthy body and visa-versa. Therefore, Sports and Games play a great role for the all-round development of the students. Parent University regularly adopts a definite policy and plan of action to encourage sports & games such as Inter-college sports, Intra-college competition and Inter-university sports as well.

College encourages students to participate in sports and games providing transport and facilities.

Yoga Centre

Yoga has become a permanent source of transforming the human body into healthy body and the craze of these activities has increased after the whole world has observed a day as International Yoga Day on June 21 every year. College has an open multipurpose field used for Yoga for the boys and girls.

Cultural Activities

A Cultural Committee of the College has been formed to organize the cultural activities for the students. An open concrete stage for the bigger number of students and multipurpose hall with the capacity of 300 audience are available in the institution for all kinds of academic and non-academic programmes.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.madhupurcollege.com/IQAC/4.1.2%20-%20The%20Institution%20has%20adequate%20facilities%20for%20cultural%20activities,%20sports,%20games%20(indoor,%20outdoor),%20gymnasium,%20yoga%20centre%20etc.pdf

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

00

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

00

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	No File Uploaded

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)**4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)**

NA

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	No File Uploaded

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

Information and Library Network (INFLIBNET) is Indian software which is developed to promote and facilitate libraries and information resources for further education and the institution found it relevant for the students. Therefore, looking at these facilities our library has been integrated and developed by this software to access the e-books, journals and magazines. The

software is suitable not only for the academic libraries, but also for all types and sizes of libraries.

Link is created for the students to be N-listed to access the e-library and 493 (Four Hundred Ninety Three) students have already been enrolled in this software and benefited.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

D. Any 1 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

Rs. 6000/- only

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

0

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

The IT facilities are the most demandable gadgets not only in the college but also all sorts of people. The college has dedicated this work to the development committee under the supervision of the Principal and an IT expert who work round the clock to ensure that all our hardware and software are up-to-date and functioning without any problem. The institution provides computer facilities to the students to learn experimentally and also to gain access to multiply store of knowledge in the IT world.

College is surrounded by the high speed internet supported by ALLIANCE BROAD BAND with 100 Mbps. These systems have excellent networking facilities with additional Wi-Fi routers in each block. The total number of the Wi-Fi is 6 and 88 CCTV cameras in every classrooms and compound.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

40

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in

A. ? 50MBPS

the Institution	
File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	No File Uploaded
4.4 - Maintenance of Campus Infrastructure	
4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)	
4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)	
NA	
File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	No File Uploaded
4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.	
<p>The college has formed set of different committees to look into the matters related to the proper functioning of college. The college has following committees for maintaining and utilizing physical, academic and support facilities:</p> <p>Library Committee- the college has library committee to look into matters related to library works like smooth issuance of books, purchase of new books etc.</p> <p>Academic Council- academic council of the college works to create an academic environment and tends to resolve all the problems related to academics.</p> <p>Proctorial Board- the board looks into the law and order of the</p>	

college.

Discipline Committee- the committee has been formed to maintain discipline within the college premise and in classrooms.

Apart from the above mentioned committees CCTVs has been installed in classrooms and in different spots of the premise to avoid any mishappening.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.madhupurcollege.com/AOAR/4.4.2%20-%20There%20are%20established%20systems%20and%20procedures%20for%20maintaining%20and%20utilizing%20physical,%20academic%20and%20support%20facilities%20-%20laboratory,%20library,%20sports%20complex,%20computers,%20classrooms%20etc.docx

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

3066

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

Nil

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

E. none of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

00

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

00

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above
---	----------------------------

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

00

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year	
5.2.2.1 - Number of outgoing student progression to higher education	
24	
File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File
5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)	
5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year	
0	
File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
5.3 - Student Participation and Activities	
5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year	
5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.	
0	

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	No File Uploaded

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The institute projects the leadership qualities of the students by appointing students as representatives of various administrative, co-curricular and extracurricular activities by being a part of various committees and cells such as Board of Governance, Anti-ragging Cell, Anti-Sexual Harassment Cell etc.

The student council has been established to motivate the students and ensure the participation of various developments in the college. There are three NSS units functioning in the college and the students from these units involve in making the college environment energetic and all faculty members and management becomes more enthusiastic for initiating various new activities. They carry out various activities and initiatives along with their classmates.

NSS students also encourage other students to take active part in the several activities conducted by the college from time to time to enhance their confidence, creativity, knowledge, team spirit, communication skills, organising and planning skills.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

0

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The institute hasnot yet registered Alumni Association. However, this is functioning in the college. Alumni Association is administered by an Alumni Committee. In addition to help the alumni in all possible ways, it also provides its support to the college to achieve the vision and mission of the institution. College as well as association has taken as a task to register the Alumni.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The Mission and Vision of the college is as follows:-

Vision: - Our College is committed to become a best institute in the field of general and professional education. The institute endeavors are directed towards establishing a world class knowledge enterprise where faculty and staff are trained to provide quality learning in a friendly and familiar ambience so that our students shall strive in excellence.

Mission: - Our College is inspired by the mission to self-sufficiency by offering continuous education programme; to cultivate the spirit of creativity and innovation amongst students and staffs to always remain at the cutting edge of management practices.

College is the constituent unit of Sido Kanhu Murmu University, Dumka, Jharkhand. The institution has been continuously working on shaping and moulding the life of the students in collaboration with university. It directs towards establishing world class knowledge through quality learning in a friendly and familiar ambience.

File Description	Documents
Paste link for additional information	https://www.madhupurcollege.com/AQAR/6.1.1.pdf
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The academic goal of the college aims at participative management. Executive committee of the college ensures the effective leadership among the staffs and students. Concerned officers are responsible for controlling and overseeing the entire institution. Ideas related to academic aims, organizational progression and better campus life are collected from all stakeholders to promote efficient functioning of the College.

In order to fulfill the management system flourishing various

institutional practices is visible such as decentralization and participate management through circulating works to different committees.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

According to the strategic plans, the institute has perspective plan of development. Core values of the institution shows effective deployment such as excellent in Teaching and Learning, Respect and Commitment, Involvement of all Stakeholders of the Institution in Decision-making, Community Engagement and Holistic development of the students. These arrangements are made taking in views to the necessities of the students and so as to oblige the requirements of the institute and the society.

In order to execute the objectives of the perspective plan the present IQAC has considered following main objectives:

To ensure top quality standards in higher education

- Vision and mission statement of our college. It envisages a concerted team effort.

Contributing to National Development

- Developing requisite competencies amongst students of the college
- Inculcating a Value System among the Students
- ICT-based teaching and learning.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Requirement Policies and Faculty Norms

All the policies and norms are purely followed by the parent university Sido Kanhu Murmu University, Dumka as per the UGC regulations and Jharkhand state government.

Madhupur College, Madhupur

Teachers

1. The requirement and promotion of the teachers means Assistant Professors, Associate Professors and Professors also is directly governed by Jharkhand Public Service Commission.
2. All the recruitment is done through the proper channel and Contract Assistant Professors have been appointed through the HRD, government of Jharkhand as per the rule of UGC and Jharkhand University Act 2000.
3. Whereas teachers of the college are full time salaried employees and rest of the contract teachers are paid as class based remuneration as per the ordinance of Jharkhand Government.

Recruitment

All the recruitment process for the college is fully dependent on the parent University.

Faculty Norms

1. Qualifications and experiences are followed as per the Jharkhand University Act 2000.

Short listing of applications for the selection of teachers, process of selection, selection committee, appointment and promotion of the teachers are fully dependent on the Jharkhand Public Service Commission and college as well as faculty has to abide by this rules.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

E. None of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The college effectively implements the welfare schemes for the Teaching and Non-teaching faculties.

The College facilitates all the government schemes which is governed by the parent university such as Medical Facility, Maternity Leave, Paternity Leave, Gratuity, Pension, Commutation of Pension, PF, PF loans sanctioned as per the government of India rule, Earned Leave encashment, Leave on Overseas Project or Conference, Health Fund Scheme, Permission to attend FDP such as Orientation programmes and Refresher courses, short term courses,

etc. for the career development and progression of the teaching as well as non-teaching staff.

Financial Support

- Festival Advance is given by the university for the non-teaching staffs
- Advance amount has been given for the occasion of Daughter's marriage of 4th grade employees
- Travelling expenses for the students along with college staff who participate in the games for the inter-college or inter-university tournament.
- Expansion for the fooding and lodging, dress also are given by the college
- Salary advance given for needy staff members.

Material Facility

- Dress is given by the university for the 4th grade staffs
- Two Teacher's room and guest-cum teacher's room
- Wi-Fi facility in the every block of the college campus

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

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File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development /administrative training programs organized by

the institution for teaching and non-teaching staff during the year**6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

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File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

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File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	No File Uploaded

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The overall development of Madhupur College, Madhupur is equivalent to a good performance management system for ensuring the achievements of the overall organisational mission and vision. There is an effective performance management system in the college which continuously works and implies to all teaching and non-teaching staffs.

This performance appraisal system is classified into: (a) Teaching, Learning and Evaluation related activities, (b) Academic and professional related activities, (c) Research publications, book publication related activities, (d) Co-curricular and extracurricular activities

Head of the institution collects information about the teacher and different aspects pertaining to the teaching process as a feedback through the development committee of the college. The team goes through the feedback forms collected from the students and suggest suitable measures to improve the teaching-learning process. As such there is no performance appraisal system followed for non teaching staff in the college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Regarding the internal and external financial audits, Sido Kanhu Murmu, University takes care of the transparency of all the financial records of the college and therefore it may be stated that the college maintains transparency in the financial records and gets financial audits done regularly.

Such as:

- Financial Accounts Monitored by Accountant, Bursar and Principal
- Transparency in Financial Report Maintenance

- Three Stage Internal Check for Financial Records
- Approval for Budgets, Billings, Verification, Utilisation Certificate
- Internal Audit by qualified chartered Accountant

External Audit by Comptroller and Auditor General of India.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

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File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Madhupur College, Madhupur is a constituent unit of Sido Kanhu Murmu University, Dumka and therefore it has a well-defined financial policy which ensures optimal utilization of finances for academic and administrative activities guided by the university. The main source of funds for college is through aids which it receives from Government for salary as well as non-salary expenses. Moreover, UGC and RUSA also give grants for schemes as proposed by the college. These funds utilize for the sanction purpose.

The institution has proper mechanism to monitor efficiently the available resources. Whenever the requirement is in the demand of concerned departments the college obtains all the proposals from

the departments. Usually, after estimating the projected income for an academic year, the Principal sends it for approval to the Governing body. Once it is approved by the governing body, the principal himself is assigned with some fund then allots budget to each department as required. After the allocation, the departments can avail the financial resources within the given limit. Any major expenditure like Tenders / quotations from various vendors is undertaken with the approval of governing body. Purchases which consider as day to day expenditure are made with the approval of the Principal and Accountant along with the financial committee. However, this academic year certain grants have not been received from any government or non-government sector.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

One of the most important cells for the quality assurance strategies and processes is the IQAC Cell of the college. This works towards improving and maintaining the quality of education. This cell is also for identifying and suggesting new ways of using teaching aids and developing suitable infrastructure. It is an effective and efficient internal coordinating and monitoring mechanism.

The IQAC plays a significant role in maintaining and enhancing the quality of the institution and suggests quality enhancement measures to be adopted. The coordinator of IQAC is also involved in rest of the development committees of the college in order to maintain the quality assurance. The IQAC meets every quarterly to plan, direct, implement and evaluate the teaching, research, and publication activities in the College. The sub-committees dealing with various activities and departments implement the IQAC guidelines and report the feedback.

Responsibilities have been assigned to monitor and mentor the academic and administrative activities and significant improvements in quality have been made by institutionalizing the following IQAC initiatives:

1. Faculty Development Programme
2. Adopting of UGC Anti-Ragging Policy
3. Felicitation of Toppers
4. Plantation Drive: an initiative towards clean and green campus

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Since the college is governed by Sido Kanhu Murmu University, Dumka, the academic calendar is maintained in advance in accordance with the University schedules. This calendar is displayed in the notice board as well as college website and also circulated to the WhatsApp group of the students in different faculties. The IQAC continuously reviews and takes steps to improve the quality of the teaching-learning process.

Apart from the academics, the college is concerned about the co-curricular activities and those apply to all the staffs and students. There are three units of NSS with appointed nodal officers who monitor to prepare volunteers to actively participate in different activities.

The student representatives are involved in organizing of events and feedback from students is also taken individually by teachers for their respective courses, through IQAC. Individual faculty takes care of the measurement of analyzing to improve in the weak points of the individual student. It is properly analyzed and shared with individual faculty members.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the

D. Any 1 of the above

institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Madhupur College, College has a strong ethical work culture that is based on inclusivity. It observes highest ethical standards in all its activities. Equal opportunities are provided to all individuals irrespective of gender, race, caste, color, creed, language, religion, political or other opinion, social origin, property, birth or other status.

Safety, security and well-being, along with gender equity and friendly working atmosphere are the issues of prime concern to this college.

Following facilities/activities are practiced for Gender sensitivity -

(a) Safety and Security-Security guards are deployed at main gate and students with valid identity cards are allowed into the campus and the college campus is under surveillance with CC cameras installed at prominent locations.

(b) Counseling-Faculty counsel the students during mentoring regarding academic performance, career plans and personal issues. Head of the Department monitors the students and counsel the students regarding their psychological issues and eminent persons from police department and constitutional members are invited to counsel the students regarding ragging, eve teasing and harassments during college events.

(c) Special Camp-By the volunteers of NSS, yearly Special camp has been organized to make villagers aware about their personal and social rights as well as their respective duties.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

- **Solid waste management:** - Madhupur College, Madhupur has a place on its campus where the solid waste materials are disposed. However, in college there is not more waste exist. Along with this Madhupur Municipal Corporation particularly placed dustbin for dumping the categories solid waste as Gila Kachra and Sukha Kachra.

- **Liquid waste management:** - The waste water is grounded in the college in pit. The pit is fully covered.
- **Biomedical waste management:** - There is no biomedical waste management in college.
- **E-waste management:** - There is no E-waste management system in the college.
- **Waste recycling system:** - There in no waste recycling system in the college. However, college has rain water harvesting system.
- **Hazardous chemicals and radioactive waste management:** - There is no Hazardous chemicals and radioactive waste management in the college.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	https://www.madhupurcollege.com/AQAR/7.1.3%20-%20Describe%20the%20facilities%20in%20the%20Institution%20for%20the%20management%20of%20the%20following%20types%20of%20deg radable%20and%20non-degradable%20waste%20(within%20200%20words).docx
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

A. Any 4 or All of the above

1.Restricted entry of automobiles 2.Use of Bicycles/ Battery powered vehicles 3.Pedestrian Friendly pathways 4.Ban on use of Plastic 5.landscaping with trees and plants	
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File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	D. Any 1 of the above
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File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	D. Any 1 of the above
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File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Madhupur College is located in Madhupur block of Deoghar district, one of the six districts of Santhal Parganas. This area is a mixture of rural and urban population. According to the 2011 census, the total population here is 1,90,748. Here 29% people live in urban and 71% people live in rural areas. On the basis of religion, the population here is 60.4% Hindu, 38.07% Muslim and 1.53% others. This area is dominated by Scheduled Tribes and Scheduled Castes. Despite cultural, regional, linguistic, communal, socio-economic differences, there is an inclusive environment here. Tolerance and harmony exist among all people.

The college plays an important role in creating an inclusive environment towards cultural, regional, linguistic, communal, socio-economic and other diversities. Cultural programs are organized here from time to time. By going to the nearby villages, information is provided about the schemes being run by the government for the economic development of the villagers and make them aware about their rights and duties for their social development. In the college also, awareness programs are organized for the students from time to time so that they can become an ideal citizen and spread awareness in their family too.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Madhupur College celebrates Constitution Day every year on 26 November with great vigilance and gaiety to maintain sensitivity towards the Constitution among its students and employees. On this day, everyone diligently repeats the words written in the Preamble of the Indian Constitution and takes a pledge to implement it in their lives. On this occasion, Quiz, Essay competition is organized among the students. The professors of political science make the students aware of the values, rights, duties and obligations of the citizens through their speech.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Madhupur College, Madhupur is only college in the sub-division Madhupur with more than 45 km radius. We celebrate National and International days enthusiastically every year. All staff members and students gather in the college to celebrate these days. Celebration of cultural and constitutional festivals is integral part of college's co-curricular activities. Throughout the year different days are celebrated by students with guidance of teachers which help them to know about values of these days and to cognitively imagine India as a nation. Republic day is celebrated every year on 26th January in the college with great enthusiasm and pride. A function is organized in the college campus where all staff members and students share their thoughts about importance of this day in history of our nation and pay tribute to all freedom fighters who sacrificed their lives in order to gain the freedom for the India. Independence Day is also celebrated on 15th August in the college with great enthusiasm. It is a day when all staff members and students pay homage to their leaders and those who fought for India's freedom in the past.

Besides these two national days a number of other national and international days are also celebrated in our college so that students get knowledge about the great personalities in our political, social, cultural and scientific history such as Mahatma Gandhi, A. P. J. Abdul Kalam etc.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

The College has adopted two best practices to promote equality, solidarity and awareness among the students. The two best practices adopted are as follows:

1. Dress Code- the College has implemented dress code for students of different stream. The motive behind implementing dress code has been to promote equaity among the students so all students attending the classes belong to different strata of society.
2. Celebration of National/International events by NSS- the College celebrates all the national and international events that fall under NSS to spread awareness among students regarding these events.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

"We as a society should sincerely work for the educational needs of the common man of this semi-urban area." This mission was collectively set by the then local political and social leaders and our founder Principal Shri Ramawatar Prasad Sah in 1966 and with this spirit of sincerity, we believe in high standards of academic, and societal performance. We believe that college life is not all about academics, games, friends, and fun. It is also

about learning to interact with other people, being aware of social, environmental and gender issues, and inequities in the society. We provide an opportunity to every student to contribute to make the society in which they live a better place and to grow as better individuals. The Madhupur College, Madhupur has committed itself to the task of inculcating social values and responsibilities in its students. Throughout the year, the NSS units undertakes a plenty of events ranging from street plays, cleanliness drives, tree plantation drives, donation drives, waste management drives, gender equity, field visits and many more.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

Madhupur College strives to provide a familial environment to its under-graduate students. It will be the responsibility and duty of the teachers to familiarize their respective students with the syllabi and provide a teacher-student environment that would be based on understanding, knowledge imparting, and easy grasping that would inspire them to pursue higher studies in prestigious institutions or achieve employability. The College also strives to create a student-friendly administrative environment where students can unhesitatingly communicate their problems and seek assistance wherever and whenever needed. Apart from academic and administrative activities, the College also looks forward to encouraging its faculty members to engage themselves in scholarly activities like participating in and organising national seminars and conferences, publishing scholarly articles etc.

For the development of the personality of the students and their understanding of the society, the College will also focus to strengthen its NSS units active in College and also form new units. The institution will also focus on finding sportsperson in its students and encourage them to participate in district and national level sports. The College also strives to form a cultural committee where students will be given opportunity to harness their talent.