



YEARLY STATUS REPORT - 2020-2021

| Part A | |
|--|------------------------------------|
| Data of the Institution | |
| 1.Name of the Institution | MILLAT COLLEGE |
| • Name of the Head of the institution | Prof.Md. Iftekhhar Ahmad |
| • Designation | Principal(in-charge) |
| • Does the institution function from its own campus? | Yes |
| • Phone no./Alternate phone no. | 8544513341 |
| • Mobile No: | 9431403130 |
| • Registered e-mail | pmcdbg@gmail.com |
| • Alternate e-mail | iqacmillatcollege@gmail.com |
| • Address | BIBI PAKAR , LAHERIASARAI |
| • City/Town | DARBHANGA |
| • State/UT | Bihar |
| • Pin Code | 846004 |
| 2.Institutional status | |
| • Type of Institution | Co-education |
| • Location | Urban |
| • Financial Status | UGC 2f and 12(B) |

| | | | | | |
|--|---|----------------|-----------------------------|-------------------|-------------------|
| • Name of the Affiliating University | Lalit Narayan Mithila University | | | | |
| • Name of the IQAC Coordinator | Nasrin Suraiya | | | | |
| • Phone No. | 8544513341 | | | | |
| • Alternate phone No. | 8544513341 | | | | |
| • Mobile | 8791739951 | | | | |
| • IQAC e-mail address | iqacmillatcollege@gmail.com | | | | |
| • Alternate e-mail address | n.suraiya2022@gmail.com | | | | |
| 3.Website address (Web link of the AQAR (Previous Academic Year) | https://www.millatcollege.ac.in/ppr_oval/aqar/ | | | | |
| 4.Whether Academic Calendar prepared during the year? | Yes | | | | |
| • if yes, whether it is uploaded in the Institutional website Web link: | Weblink : https://www.millatcollege.ac.in/wp-content/uploads/sites/36/2021/01/AcademicXCalendarX2020-21.pdf | | | | |
| 5.Accreditation Details | | | | | |
| Cycle | Grade | CGPA | Year of Accreditation | Validity from | Validity to |
| Cycle 1 | B | 2.13 | 2014 | 24/08/2014 | 23/09/2019 |
| 6.Date of Establishment of IQAC | | | 10/04/2010 | | |
| 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 | NA | NA | NA | NA | |
| 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 | | | 05 | | |

| | | |
|---|---|--|
| <ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? | Yes | |
| <ul style="list-style-type: none"> 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 | |
| <ul style="list-style-type: none"> If yes, mention the amount | | |
| 11. Significant contributions made by IQAC during the current year (maximum five bullets) | | |
| <ul style="list-style-type: none"> Regular meeting of Internal Quality Assurance Cell (IQAC) Students Satisfaction Survey conducted and Feedback collected, analysed and used for improvements Encouraging Faculty for Orientation/ Refresher Courses and Incentive for pursuing programmes on SWAYAM portal Workshop on MOOC's Digitization and Automation of Library | | |
| 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 | |
| <ul style="list-style-type: none"> Participating in NIRF. Computer training workshop for Teaching and Non-Teaching Staff. Start-up of online admission module with online payment. Completing necessary infrastructure for functional Library Creating necessary infrastructure for boys, girls and staff common room. Upgradation of laboratories. Wi-fi facilities for all students. Maintenance work for Path and Lawn. Planting more trees for green campus. | <ul style="list-style-type: none"> Digitization and Automation of Library in final phase Student Satisfaction Survey conducted and Faculty meetings on regular basis Orientation and Refresher courses completed by newly appointed teachers More numbers of students received scholarships laboratories are well equipped the institution is WiFi Enabled for registered students, teaching staffs and non-teaching staffs. Computer training workshop held for teaching and non-teaching staffs. | |

| 13. Whether the AQAR was placed before statutory body? | No | | | | |
|---|--------------------|------|--------------------|---------|------------|
| <ul style="list-style-type: none"> Name of the statutory body | | | | | |
| <table border="1"> <thead> <tr> <th>Name</th> <th>Date of meeting(s)</th> </tr> </thead> <tbody> <tr> <td>Nil</td> <td>Nil</td> </tr> </tbody> </table> | | Name | Date of meeting(s) | Nil | Nil |
| Name | Date of meeting(s) | | | | |
| Nil | Nil | | | | |
| 14. Whether institutional data submitted to AISHE | | | | | |
| <table border="1"> <thead> <tr> <th>Year</th> <th>Date of Submission</th> </tr> </thead> <tbody> <tr> <td>2020-21</td> <td>21/01/2022</td> </tr> </tbody> </table> | | Year | Date of Submission | 2020-21 | 21/01/2022 |
| Year | Date of Submission | | | | |
| 2020-21 | 21/01/2022 | | | | |
| 15. Multidisciplinary / interdisciplinary | | | | | |
| <p>As the college is a constituent unit of Lalit Narayan Mithila University, the undergraduate programmes and their curriculum are developed by the university. the institution follows the university's curriculum.</p> | | | | | |
| 16. Academic bank of credits (ABC): | | | | | |
| <p>As the college is a constituent unit of Lalit Narayan Mithila University, the undergraduate programmes and their curriculum are developed by the university. the institution follows the university's curriculum.</p> | | | | | |
| 17. Skill development: | | | | | |
| <p>As the college is a constituent unit of Lalit Narayan Mithila University, the undergraduate programmes and their curriculum are developed by the university. the institution follows the university's curriculum. Nevertheless, institution regularly conducts carrier guidance and counselling programme for the students to aware from the various skill development programme by the affiliating university and other university as well.</p> | | | | | |
| 18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course) | | | | | |
| <p>As the college is a constituent unit of Lalit Narayan Mithila University, the undergraduate programmes and their curriculum are developed by the university. the institution follows the university's curriculum. the mediums of instruction are Hindi, Urdu, English, Maithili and as per students' convenience.</p> | | | | | |

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

As the college is a constituent unit of Lalit Narayan Mithila University, the programme outcomes are assessed through final examination conducted by the university. The course outcomes are assessed using the curriculum, its completion, ongoing internal evaluation, and results. Furthermore, the course outcomes are validated through the examination system along with programme outcomes and program-specific outcomes. Different cognitive levels of each course are reflected in the course outcomes. Based on the Revised Bloom's Taxonomy, it is carried out. Multiple Choice Questions, Short Answer Questions, Quizzes, Snap Tests, and Oral Exams are used to examine students' knowledge and understanding, while Essay Type Questions, Assignments, and Practical Examinations are used to evaluate their skills to apply, analyse, evaluate, and create. At the departmental level, the department heads and the teachers who are teaching any class work hard to finish the courses on time, and occasionally they hold extra classes for the students they perceive to be relatively average and slow learners. To guarantee that students participate in class, there is a 75 percent attendance requirement that must be met in order to write a course exam. As with the marks, attendance is connected.

20.Distance education/online education:

The institution has no any distance or online education programme.

Extended Profile**1.Programme**

| | |
|--|----|
| 1.1 | 03 |
| Number of courses offered by the institution across all programs during the year | |

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

2.Student

| | |
|------------------------------------|------|
| 2.1 | 6771 |
| Number of students during the year | |

| File Description | Documents |
|------------------|------------------|
| Data Template | No File Uploaded |

| 2.2 | 2745 |
|--|---------------------------|
| 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 | 2021 |
| Number of outgoing/ final year students during the year | |
| File Description | Documents |
| Data Template | No File Uploaded |
| 3.Academic | |
| 3.1 | 19 |
| Number of full time teachers during the year | |
| File Description | Documents |
| Data Template | View File |
| 3.2 | 28 |
| Number of Sanctioned posts during the year | |
| File Description | Documents |
| Data Template | View File |
| 4.Institution | |
| 4.1 | 21 |
| Total number of Classrooms and Seminar halls | |
| 4.2 | 45,59,258.00 |
| Total expenditure excluding salary during the year (INR in lakhs) | |
| 4.3 | 31 |
| 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

Millat College Darbhanga is a constituent Unit of Lalit Narayan Mithila University Darbhanga and it follows the University prescribed curriculum. The Annual Academic Calendar is prepared according to the University Calendar specifying available dates for significant activities to ensure proper teaching -learning process and continuous evaluation and it is displayed on Notice Board/ College website. Meetings is held in each department to discuss about the course distribution for the academic session. Syllabus of each subject for the academic session is provided to the students. Theory & Practical classes are held according to the Time-Table and is published in Notice Board. Conventional classroom teaching is blended with reasonable use of ICT. Classroom teaching is supplemented with seminars, workshops, special lectures, group discussions, Tutorials, paper presentation by the students, projects. The College Library provides teachers and students with necessary learning resources for effective curriculum delivery and learning enrichment. All examinations are conducted according to the Academic Calendar. Tutorials are held regularly to monitor the progress of the students. The college encourages faculty members to attend Orientation/Refresher courses, workshops and present papers in seminars conducted by the affiliating and other Universities for acquiring necessary skills for effective delivery of the curriculum. Photo copies of the Certificates of the above courses are provided by faculty members to IQAC.

| File Description | Documents |
|-------------------------------------|------------------|
| Upload relevant supporting document | No File Uploaded |
| Link for Additional information | Nil |

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

The college follows Evaluation system of the University. The criteria, weightage and schedule are communicated by the university.

| File Description | Documents |
|--------------------------------------|------------------|
| Upload relevant supporting documents | No File Uploaded |
| Link for Additional information | Nil |

1.1.3 - Teachers of the Institution participate in D. Any 1 of the above 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

| 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

Nil

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

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)**Nil**

| 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**000****1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year****000**

| 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**

The curriculum designing for every academic programme has integrated issues related to values and ethics. The students of UG, irrespective of their academic stream study one compulsory course on Environmental Science as an Ability Enhancement Course (AECC) in Semester I. They also study a value based Skill Enhancement Course (SEC) on Inter-religious Studies in Semester III. The PG students have two compulsory courses namely (i) Environmental Sustainability and Swachha Bharat Abhiyan and (ii) Human Values, Professional Ethics and Gender Sensitization. In addition, different departments both at UG and PG levels incorporate these relevant issues in their course curricula.

| File Description | Documents |
|--|------------------|
| Any additional information | No File Uploaded |
| Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum | No File Uploaded |

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

000

| File Description | Documents |
|---|------------------|
| Any additional information | No File Uploaded |
| Programme / Curriculum/ Syllabus of the courses | No File Uploaded |
| Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses | No File Uploaded |
| 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) | No File Uploaded |

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

0

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution

A. All of the above

from the following stakeholders Students
Teachers Employers Alumni

| File Description | Documents |
|--|------------------|
| URL for stakeholder feedback report | No File Uploaded |
| 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

A. Feedback collected, analyzed and action taken and feedback available on website

| File Description | Documents |
|-----------------------------------|---|
| Upload any additional information | View File |
| URL for feedback report | https://www.millatcollege.ac.in/facilities-and-services/wi-fi/approval/student-satisfaction-survey/ |

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

5490

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| 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

836

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

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

The wide range of continuous assessment components that include, Daily Home Assignments, Class Assignments, Seminars and Group Discussions, Additional Assignments, Quizzes, Class Tests, Viva-voce examinations and attendance, enable effective assessment of learning levels of students. In addition, teacher-student interactions, reports of Class Committees and Proctorial meetings help in identification of different levels of learners. Faculty members and various Committees regularly review the academic progress and counsel students to improve their performance to ensure their academic growth.

Special measures taken to support relatively slow learners are as follows.

- Organizing Extra Classes
- Remedial and Tutorial Classes are held to prepare them for remedial exams
- Providing tutorial assignments
- Daily Home Assignments and Weekly Class Assignments permit a real-time assessment of levels of understanding.
- Seminars and Group Discussions
- A unique value system of peer group teaching, learning and assistance from classmates and senior students is arranged as one of the special measures to support relatively slow learners.

Schemes for advanced learners.

The Institute offers several opportunities for advanced learners to augment their talent and meet their learning needs:

- Students are encouraged to help slow learners in their class and in junior classes.

| File Description | Documents |
|-----------------------------------|------------------|
| Link for additional Information | Nil |
| Upload any additional information | No File Uploaded |

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

| Number of Students | Number of Teachers |
|--------------------|--------------------|
| 6771 | 19 |

| File Description | Documents |
|----------------------------|------------------|
| Any additional information | No File Uploaded |

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 Millat College, Darbhanga practices a teaching methodology which focuses on imparting education through a student centric approach.

Some Most Widely used Methods are:

- PROJECT-BASED LEARNING

Millat College, Darbhanga practices a project-based teaching method in which students have to engage with each other to solve problems or build case studies. They have to dig deeper to understand how best to tackle real-world challenges.

- ACTIVE LEARNING

Active learning promotes in-class participation and it may even involve students teaching a class or their group members. This type of learning encourages conversation and debate that help students be more confident in their speaking skills.

- COLLABORATIVE LEARNING

Millat College, Darbhanga allow Collaborative learning in which a group-based learning happened where students get together to create questions, solve problems and learn together. It's a collective effort made to understand complex topics and frameworks.

- COOPERATIVE LEARNING

Millat College, Darbhanga encourage students to participate in cooperative learning in which student groups are given a task to complete with defined timelines. It's more structured and specific in terms of problems or challenges.

| File Description | Documents |
|-----------------------------------|------------------|
| Upload any additional information | No File Uploaded |
| Link for additional information | Nil |

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

The Institute follows ICT enabled teaching in addition to the traditional classroom education. Subsequent efforts are taken by the institute to provide e-learning atmosphere in the classroom:

1. In addition to chalk and talk method of teaching, the faculty members are using the IT enabled learning tools such as PPT, Video clippings , Audio system, online sources, to expose the students for advanced knowledge and practical learning.
2. Classrooms are fully furnished with LCD/OHP/Computers
3. Most of the faculty use interactive methods for teaching. The major emphasis is on classroom interaction in terms of research paper presentations, seminars, debates, group discussions, assignments, quiz/tests/viva and laboratory work.
4. Institute premises are Wi-Fi enabled
 - Specialized computer laboratory with an internet connection has been provided to promote independent learning. MAC-ID based Wi-Fi facility for access of internet is provided on individual laptop and mobile devices.
 - Well security is provided to Wi-Fi users. Its access is controlled by the system administrator.

1. No. of full time Teachers No. of Teacher using ICT ICT Tools and Resource Available No. of ICT enabled Classroom No. of Smart Classroom E-Resource and Technique used 19 19 3 3 3 3

| File Description | Documents |
|---|------------------|
| Upload any additional information | No File Uploaded |
| Provide link for webpage describing the ICT enabled tools for effective teaching-learning process | Nil |

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

19

| 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

19

| 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

18

| 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

19

| 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.

The college has transparent and robust evaluation process in terms of frequency and variety. In order to ensure transparency in internal assessment, the system of internal assessment is communicated with the students well in time. At the entry level, admissions are given purely on merit basis and the lists of merit students are displayed on Notice board. Unit tests are conducted regularly by Faculty member by their own. Unit Test has no weightage in final annual examination as The college follows Evaluation system of the University. The criteria, weightage and schedule are communicated by the university.

The performance of the students is displayed on the Notice board and communicated to the students. Personal guidance is given to the poor performing the students after their assessment. Students appearing for Second /third year are asked to deliver the seminars of the concerned subject. Topics are given by their teachers to the students to prepare for power point presentation.

For transparent and robust for internal assessment, the following mechanisms are conducted

- Internal Examination Committee.
 - Question Paper Setting.
 - Conduct of Examination
 - Result display
 - Interaction with students regarding their internal assesement
- The method of internal assessment helps the teachers to evaluate the students more appropriately.

| File Description | Documents |
|---------------------------------|------------------|
| Any additional information | No File Uploaded |
| Link for additional information | Nil |

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

The college follows Evaluation system of the University.

At University level:

If students have grievances related to evaluation of university answer scripts it is intimated to the subject handling faculty and head of the department if necessary, for further action. Students can bring their grievances by applying for the following evaluation procedure:

Re-Evaluation:

Students can apply for re-evaluation of their answer scripts within a week from the declaration of results if they are not satisfied with their results. The results of re-evaluation will be announced as per the university norms.

Challenge Evaluation:

If the re-counting/re-evaluation results are not satisfactory, a student can apply for challenge evaluation within a week after the announcement of the revaluation results. The evaluation process is carried out by two subject experts. Result will be announced before commencement of University Examination and the fees will be refunded to the students if he/she clears the paper. So maximum chances are given to the students to clear the subject. The entire process is

maintained transparent and time bound by the university.

| File Description | Documents |
|---------------------------------|------------------|
| Any additional information | No File Uploaded |
| Link for additional information | Nil |

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.

The institution uses the following approach to communicate teachers and students about the learning outcomes. At the start of the programme, first-year students are given an overview of graduate characteristics. Orientation Programs/Induction Programs are conducted for freshers of first, second- and third-year batches both at the College Level and at the Department level. This type of programme is very useful for students and for teachers as well to understand the programme outcomes and course outcomes. The programmes' and courses' learning outcomes are routinely monitored and assessed. Every IQAC meeting and staff meeting has discussed the significance of the learning outcomes with the teachers. Through tutorial meetings, the programme outcomes, programme specific results, and course outcomes are also imparted to the students. Teachers demonstrate a solid conceptual comprehension of the subjects' core concepts. In order to make measurements, analyse and interpret the data, including a quantitative grasp of student uncertainties, teachers employ basic laboratory equipment appropriately and effectively.

| File Description | Documents |
|--|------------------|
| Upload any additional information | No File Uploaded |
| Paste link for Additional information | Nil |
| 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.

As the college is a constituent unit of Lalit Narayan Mithila University, the programme outcomes are assessed through final examination conducted by the university. The course outcomes are assessed using the curriculum, its completion, ongoing internal

evaluation, and results. Furthermore, the course outcomes are validated through the examination system along with programme outcomes and program-specific outcomes. Different cognitive levels of each course are reflected in the course outcomes. Based on the Revised Bloom's Taxonomy, it is carried out. Multiple Choice Questions, Short Answer Questions, Quizzes, Snap Tests, and Oral Exams are used to examine students' knowledge and understanding, while Essay Type Questions, Assignments, and Practical Examinations are used to evaluate their skills to apply, analyse, evaluate, and create. At the departmental level, the department heads and the teachers who are teaching any class work hard to finish the courses on time, and occasionally they hold extra classes for the students they perceive to be relatively average and slow learners. To guarantee that students participate in class, there is a 75 percent attendance requirement that must be met in order to write a course exam. As with the marks, attendance is connected.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | No File Uploaded |
| Paste link for Additional information | https://www.millatcollege.ac.in/wp-content/uploads/sites/36/2021/01/MILLATXCOLLEGEXNEWXP-ROSPECTXFinal.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

613

| 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 | Nil |

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://www.millatcollege.ac.in/facilities-and-services/wi-fi/approval/student-satisfaction-survey/>

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

00

| 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 | Nil |

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

05

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

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

01

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| 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

00

| 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

S.No.

Title of activities

Organizing unit/ agency/ Collaborating agency

No. of teachers coordinated such activities

No. of students participated in such activities

1.

International Yoga Day (21.06.2020)

Millat College, Dbg Online

06

27

2.

Clean India Green India (12.08.2020)

Millat College, Dbg Online

06

20

3.

Matdata Jagrukta Raili (26.09.2020)

Millat College, Dbg Online

07

20

4.

Voter's Pledge Programs

(08.10.2020)

Millat College, Dbg Online

05

20

5.

Matdata Jagrukta Raili (15.10.2020)

Millat College, Dbg Online

07

16

6.

National Unity (31.10.2020)

Millat College, Dbg Online

07

25

7.

Constitution Day (26.11.2020)

Millat College, Dbg Online

06

18

8.

Vivekanand Jayanti (12.01.2021)

Millat College, Dbg Online

06

20

9.

Amrit Mahotsav Planting Postermaking (03.04.2021)

Millat College, Dbg Online

07

22

10.

Worlds No Tobacco Day (31.05.2021)

Millat College, Dbg Online

02

15

11.

World Environment Day (05.06.2021)

Millat College, Dbg Online

12

22

12.

International Yoga Day (21.06.2021)

Millat College, Dbg Online

02

15

13.

Constitution Day Celebration Year 2020

8 Bihar B.N

05

40

14.

Tree Planting Day

8 Bihar B.N

01

10

15.

Road Safety

8 Bihar B.N

01

08

16.

Human Chain

Govt. of Bihar

03

50

| 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

00

| 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

16

| 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

00

| 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

00

| 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.

Facilities

Existing or Newly Added

Campus Area

Existing

Class rooms

Existing

Laboratories

Existing

Seminar Halls

Existing

Classrooms with LCD facilities

Existing

Seminar halls with ICT facilities

Existing

Classrooms with Wi-Fi OR LAN

Existing

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

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

The facilities for cultural activities in the college are well

executed under the guidance of teacher coordinators with the support of cultural secretaries from the Student Council. Cultural functions and programmes are organised on regular basis; the important ones Teachers Day, Independence Day, Republic Day, Annual Day, etc. Several cultural competitions are also organized where the students get ample opportunities to showcase their talent. There is a good collection of costumes and props used in different cultural programmes.

The facilities and equipment are adequately available in the college for sports and games - both Outdoor (Cricket, Basketball, Volleyball, Throw ball, Kabaddi, Kho-Kho and athletic events) and Indoor (Badminton, Table Tennis, Chess and Carrom). Regular practice sessions are conducted by Sport In-Charge . A fully furnished gymnasium is functional for students and staff members. College also organised Yoga sessions and camps.

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

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

3

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

3

| 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)

4549034

| 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) | View File |

4.2 - Library as a Learning Resource

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

Name of the ILMS Software

Nature of Automated (Fully/partially)

Version

Year of Automation

Infolib 2.0

Fully

2.0

2019

| 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 E. None 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) | No File Uploaded |

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)

00

| 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) | No File Uploaded |

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

30

| File Description | Documents |
|---|------------------|
| Any additional information | No File Uploaded |
| 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

Computer lab is well-equipped with branded PC's adequately supported by 10 Mbps leased lines for internet connectivity. It is also equipped with a wide range of licensed system software and application software. The entire campus is connected with LAN Messenger. Computer labs are well connected to the internet help

students and faculty to carry out their academic and other work. Lab assistants are available to support students and faculty in their queries.

The members of the IT Policy Committee with the support from IT assistants and ERP personnel supervise the available IT facilities in the campus and maintenance of the same.

Wi-Fi facility: IT department extend the complete support to the students. It is made available by setting and installing the Wi-Fi zones at various locations such as Reading halls, Department corridors and at the Green lawn area. Staff and Students can access this facility on their Laptops by registering themselves. The institute has currently state-of-art VIKSHIT VIHAR Wi-Fi access points to provide the Wi-Fi internet access through Wi-Fi zones. The institute is planning to extend this further to create and establish a Wi-Fi enabled campus.

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

4.3.2 - Number of Computers

31

| File Description | Documents |
|-----------------------------------|------------------|
| Upload any additional information | No File Uploaded |
| Student – computer ratio | No File Uploaded |

4.3.3 - Bandwidth of internet connection in the Institution D. 10 - 5MBPS

| File Description | Documents |
|--|------------------|
| Upload any additional Information | No File Uploaded |
| 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)

4549034

| 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) | View File |

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.

All students are to conform to the disciplinary rules of the college. There are established systems for utilization and maintenance of physical and infrastructural facilities..The college is holding regular meetings of various committees constituted to work towards construction, maintenance and repairing of Academic buildings. Library - the requirement and list of books is taken from the concerned department and HOD's are involved and further it is finalized, approved and signed by Principal. Laboratories - the calibration, repairing and maintenance of lab equipments are done by the technicians and keep the record of the accounts of lab equipments by concerned department. Sports Facilities - Sports committee has already been established and the committee is ensuring to provide indoor and outdoor sports facilities to the students and encouraging them to participate in the inter college sports competitions. IT Facilities - To abstain from hampering the teachings and learning activities, college has been working on to develop the IT facilities which help teachers to take online classes as an alternate option. For the safety on the campus against the Covid-19 outbreak, college has ensured to follow the SOP guidelines, installation of sanitizing machines, sensitization amongst students and communities. And, it is always ensured to optimal utilization of the financial resources and other resources in the interest of students.

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

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

525

| 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 benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

| File Description | Documents |
|---|------------------|
| Upload any additional information | No File Uploaded |
| Number of students benefitted 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

D. 1 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) | View File |

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 benefitted 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 | No File Uploaded |
| 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

00

| 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 | No File Uploaded |

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

00

| 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.**

00

| 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 following student committees are in operation at the college to reflect the involvement Class Representatives- Two students in each class are chosen to serve as class representatives. They are in charge of communicating any academic or non-academic concerns to the concerned Head of the Department or class teacher. During the month, the head communicates with class representatives at least once.

Student groups (department level): Departments use student groups to plan their curricular and extra-curricular activities. Students are in charge of each group. Roles are assigned and groups have well

defined structures.

Committees for culture and sports: All committees for culture and sports have significant representation from students. They assist with managing and organising events.

NSS and NCC group- Students who are member of NSS and NCC, participate in every curricular and co-curricular activities.

| 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

16

| 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

As per the tract record, it is one of the prestigious constituent colleges of Mithila university. Many former students attended this college for their education. In their various disciplines, such as politics, education, law, literature, sports, agriculture, business and industry, social work, and public speaking, many of this college's alumni are well-known. the college offers alumni the

chance to meet with and share their experiences with current students. The alumni of the institution work to advance the institution and students as a whole. It benefits our college in terms of academic planning, career assistance, and technology guidance.

| 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 | No File Uploaded |

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 main objective of the College is to provide opportunities for Quality higher education to acquaint the Students with the heritage to make them aware of professional and employable courses along with traditional education.

To fulfill this objective successfully the College is making efforts on the following points from the beginning.

1. To empower the Students of weaker Section of the society.
2. To emphasize the development of discipline, reasoning, scientific consciousness and excellence of conduct in the student.
3. The main objective of the College is to make Students aware of employable education.

To achieve these objectives the College lays special emphasis on academic excellence, Personality development and social orientation. For their implementation, three Committees have been constituted by the College.

1. Innovation and Research Committee
2. Student Welfare Committee
3. Development Committee

These three Committees member headed by Convener is whole and sole responsible for overall development of Student carries counseling to provide latest (modern) teaching and learning methodology. Apart from this maximum utilization of modern technology based education facilities within the campus as for example to access wi-fi facility, Swayam Portal, Online Library facilities like Inflibnet, Online Classes sources like webex, Google meet etc.

- Wi-fi facility
- Online Library Registration
- Automated Library

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

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

The vision of this institution is to upgrade it into a centre of academic excellence through decentralized and collective leadership and participative management. As the college is a constituent unit of Lalit Narayan Mithila University most of the administrative and policy decisions are under the control of the university. Nevertheless, the supervision of the entire functioning, requirement, academic business, curricular and co-curricular events, maintaining and improving physical infrastructure, extra-curricular, monitoring and executive decisions are taken by the Principal of the college, assisted by the college Advisory committee. Regular meetings are called by the Principal with the various committees, teaching and non-teaching staff and the students union, thereby making the administrative and decision making process more participatory and inclusive. Suggestions are taken from different committees comprising of staff members of the college.

Various committees and cells function in the institution with the help of collective leadership and participative management, who take unanimous decisions on various issues. Apart from these committees and cells there are Bursar, Examination controller, NCC officer, NSS

co-coordinator, sports officer, campus nodal officer and IQAC co-coordinator who perform their duties with the help of faculty members as required.

| 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

The institute has experienced great growth over the last five years, and in order to maintain this growth, plans must be developed and successfully put into practice. A perspective or strategic plan focuses on the disruptive forces and contemporary trends in higher and technical education that, when embraced, can lead to improved performance. It evaluates stakeholders' expectations, as well as students', faculty members', employers', and locals' demands.

Following a thorough debate and taking into account the short-, medium-, and long-term development strategies, the following plans are planned. The institute prioritises its students, and these developments ultimately benefit all stakeholders.

Faculty members and students are encouraged to advance their technical skills. encouraging top-notch research, alumni involvement, and social outreach geared toward assisting locals. Every academic year, the activities are scheduled at the start of the Academic Calendar, and faculty members are asked for proposals.

The development Plan is an excellent project that focuses on the infrastructure, faculty strength, faculty achievement, student development, and student achievement of the departments. The HODs of each department collaborate with their professors to finalise the plan.

| 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.

Administrative set up

With the management's practical experience, institutional management is created in a transparent, scientific manner to achieve the best results. From top management to lower levels, a clear hierarchy is developed, delineating each level's duties, responsibilities, accountability, and authority.

The main functions of the administrative positions are as under: -

Governing body: - There is a Governing Body for the Institution. It regularly meets to debate the agenda established by the principal and is the institution's policy-making body. It also adopts the policy decisions and reviews the institution's performance and prior meeting decisions. The financial plan for the current academic year is complete. Decisions are made after discussion of all new suggestions.

| 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 institution successfully carries out welfare programmes for both teaching and non-teaching faculties.

For the career advancement and advancement of the teaching as well as non-teaching staff, the College makes arrangements to take advantage of all government programmes, including gratuity, pension, commutation of pension, earned leave encashment, maternity leave, medical facility, leave on overseas project or conference, health fund scheme, permission to attend FDP such as orientation programmes and refresher courses, short term courses, etc. The institution arranged computer training programmes for teaching and non-teaching staffs.

| 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

00

| 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

3

| 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) | View File |

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

6

| 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 | View File |
| Details of teachers attending professional development programmes during the year (Data Template) | View File |

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

The institution has a system in place for evaluating both teaching and non-teaching employees that is performance-based. The appraisal report is based on the annual performance of the employees as measured by their participation in extracurricular, academic, and research activities.

System of evaluating the performance of teaching staff: A teacher's performance is evaluated through the use of new teaching methods in class lectures, seminars, tutorials, course delivery, the creation and evaluation of test questions, the updating of materials, etc. Additionally, evaluations from students and the course pass rate are taken into account.

System of performance evaluation for non-teaching staff: A few techniques are used to evaluate the performance of non-teaching employees, including their technical contributions, which include their topic knowledge, awareness, productivity, quality, innovation, openness to learning, diligence, etc. Additionally, they evaluate behavioural traits including timeliness, acceptability, and group conduct.

| 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

The college frequently carries out internal and external financial audits. As the college is a constituent unit of Lalit Narayan Mithila University, the institution depends on the university for external audits. To maintain financial compliance, the Institution has established a procedure for yearly internal and external audits of the financial transactions. The institution's internal financial committee conducts an internal audit once a year. The internal audit compliance report is provided to the principle after the committee carefully verifies the income and expense details. Affiliating university conducts an external audit once per year.

| 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)

00

| 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

The Institute upholds and adheres to a carefully thought-out approach for the mobilisation of finances and resources. The Department Heads and Accounts office are also involved in the process, along with a number of institute committees. The institute has created some specific guidelines for the use of resources and funds.

The funds obtain from different resources such (i) Admission charge in different courses (ii) Salary Grant (iii) RUSA- grants.

Utilization of funds: A financial committee has been established to oversee the best possible use of cash for various ongoing and one-time expenses. The buying committee requests price quotes from suppliers for the acquisition of tools, computers, books, etc. The finance and buying committee carefully considers the quotes before making a final choice based on factors like cost, value, terms of service, etc. The accounting department, the finance and buying committees, and the principal guarantee that the expenditure stays within the authorised budget.

| 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

On April 10, 2010, the Internal Quality Assurance Cell (IQAC) was established with the mission of streamlining the institution's quality initiatives. The IQAC of the institution is active and is set up in accordance with NAAC standards. Most departments are represented, and there is a combination of senior and junior teachers. The institute's IQAC continuously works to improve teaching-learning processes by increasing the use of ICT, expanding the scope of the library, offering skill development courses, arranging for industrial visits and training of students, assisting with placements, and providing information on current events by organising seminars, conferences, and workshops. The IQAC supports the NCC, NSS, MCTA (Millat College Teacher Association), MCNTA (Millat College Non-teaching Association), and alumni association in organising awareness campaigns, outreach programmes, and service-oriented events. Through the adoption of the necessary knowledge and technology for participatory teaching and learning processes, IQAC makes it easier to create learner-centric environments. The institutional database is maintained by IQAC, which also evaluates feedback from other offline and online sources. Academic and administrative audits, as well as follow-up procedures, are frequently carried out by IQAC. In addition to informing teaching and non-teaching employees about the advantages and necessity of

accreditation by various external agencies, IQAC compiles and submits the Annual Quality Assurance Report in accordance with the standards and parameters of NAAC.

| 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

The IQAC regularly evaluates the teaching-learning process and takes action to enhance its quality.

The Institute rigorously adheres to the Academic Calendar, which is planned in advance, publicised, and distributed.

The Academic Calendar provides information on admission to various programmes, exam dates, and result announcements. All newly admitted students are required to attend the mandatory Orientation Program, where they learn about the Institute's philosophy, distinctive educational system, teaching and learning process, continuous evaluation system, considered necessary core courses, cocurricular activities, discipline, and culture. Students participate in class committees on a regular basis to gather feedback and to help to improve the teaching-learning process. Teachers also collect feedback from students on an individual basis for their specific courses and through IQAC. Additionally, students are allowed to communicate with the Institution's principal for suggestions and feedback. Feedback is carefully examined and communicated to the principal, head of departments, and specific faculty members.

Based on the IQAC's recommendations, the teaching-learning processes are examined, and changes are implemented.

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

6.5.3 - Quality assurance initiatives of the 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)

C. Any 2 of the above

| 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

Focusing on the aim to ensure a safe space and healthy environment the women cell of Millat College, Darbhanga has come up with an action plan for the academic year 2020-21.

One of the important ways to achieve gender equality is to have a safe space that will not represent injustice and violence against women. Considering this fact, women cell decided to look into sexual harassment complaint. Following which the women cell plans to focus on programmes to promote women's empowerment and gender equality.

This leads to the next aspect of the women cell, which is to sensitize individuals about gender equality. The Women Cell feels that the gender sensitization program will be instrumental in encouraging the talks on gender equality. This program will include students, staff members, administrative staff and all the people involved on the campus. The series of awareness programs will largely aim towards intermediate and first year undergraduate students followed by other staff members on campus. The women cell

will encourage the staff members to attend workshops/Conference/Lectures organized by other educational institutes as part of formal training. This is to ensure to keep the committee up to date of current happenings and having a complete and broad working pattern.

Facilities for women on campus

1. CCTV
2. Girls Common Room
3. Sanitary Napkins
4. Counseling Cells

| 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

C. Any 2 of the above

| File Description | Documents |
|--------------------------------|------------------|
| Geo tagged Photographs | No File Uploaded |
| 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 :**

Red and Green colored waste bins are placed at several locations in the campus to collect dry and wet waste respectively. Plastic bottles and recyclable waste is collected in red colored bins while biodegradable and paper waste is collected in green colored bins.

The Solid waste from the College is segregated at wet and dry waste. The wet waste is then used for composite. Compost made on campus is used in the College gardens.

The plastic waste in the College is being segregated by means of the red and green segregation bins for several years. This segregated plastic waste is disposed in the Municipal plastic waste.

The broken glassware like conical flask, burettes, pipettes, separating funnel measuring cylinders condensers are given for recycling. As these glassware items are not fully broken, only their lips or rim or small edges get cracked or broken they can be used by repairing them.

Waste Management awareness programs:

1. Topic : Clean India Green India
2. Date : 12/08/2020

- Liquid Waste Management :

Our aim is to become a "zero waste campus".

Students are actively involved in waste segregation and recycling on the College Campus. This has made students realize the importance of waste management. They are becoming environmentally conscious and socially responsible. Such activities help them in developing their critical thinking and problem solving abilities.

| File Description | Documents |
|---|------------------|
| Relevant documents like agreements/MoUs with Government and other approved agencies | No File Uploaded |
| Geo tagged photographs of the facilities | Nil |
| Any other relevant information | No File Uploaded |

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore **B. Any 3 of the above**

well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

| File Description | Documents |
|---|------------------|
| Geo tagged photographs / videos of the facilities | No File Uploaded |
| 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:

B. Any 3 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**

| File Description | Documents |
|--|------------------|
| Geo tagged photos / videos of the facilities | No File Uploaded |
| 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

B. Any 3 of the above

| 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 | No File Uploaded |

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

C. Any 2 of the above

| File Description | Documents |
|--|------------------|
| Geo tagged photographs / videos of the facilities | No File Uploaded |
| 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).

Social Inclusion:

Linguistic Inclusion: Millat College's language lab is aimed at helping students acquire knowledge and experience in language. Students get the freedom to learn at their own pace with the help of

language learning software installed in computers in the spacious air conditioned lab. In addition to regular courses in English language and soft skills, language lab conducted group discussion, storytelling, interview skills practice and presentation skills sessions. These sessions aimed at confidence building. Also Senior Students volunteered to mentor the juniors on public speaking skills. Writing skills practices are also included. The infrastructure of the lab makes it possible for the instructor.

Socio-economic inclusion: Several scholarships have been instituted by donations from well-wishers.

Scholarships have been instituted for students who are:

1. Toppers
2. Meritorious and economically deserving.

Award:

1. Those concessions are generally granted to students irrespective of academic performance
2. Only financially deserving/physically challenged students are granted these concessions.

| 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 | No File Uploaded |

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

Constitutional Obligation

- On 26th November 2021 constitution Day was celebrated by NSS. The programme was attended by the students, teachers, Principal, staff members and other non-teaching staffs.

Constitutional Day is the day that India adopted its Constitution. Indian constitution was formally adopted on 26th January, 2 months after the National Constitution Day. It is observed to commemorate the adoption of the constitution by the constituent Assembly of India on 26th Nov 1949. The constitution Day of India was first

observed in year 2015 which also marked 125th birth anniversary of Dr. B.R. Ambedkar.

- On 26th September 2021 Voter awareness campaign was arranged by NSS. In order to help the electorates take an informed decision, it is quintessential to sensitive them about the importance of participating in the electoral process.
- On 31st October 2021 "National Unity Day" was celebrated by NSS.

National unity Day is on 31st October to commemorate the birth anniversary of Sardar Vallabh Bhai Patel. After Independence he become the Deputy PM of India, also holding the portfolio of the union Home Minister.

All the College staffs (both teaching and non-teaching), Principal, Students joined in the celebration with great zeal and respect for Sardar Patel.

| File Description | Documents |
|--|------------------|
| Details of activities that inculcate values; necessary to render students in to responsible citizens | No File Uploaded |
| 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. **D. Any 1 of the above**

Annual awareness programmes on Code of Conduct are organized

| File Description | Documents |
|--|------------------|
| Code of ethics policy document | No File Uploaded |
| 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 | No File Uploaded |
| Any other relevant information | No File Uploaded |

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

List of national and international commemorative day's events and festivals:

1. International Yoga Day (21/06/2020) – Online Mode

- It aims to develop a habit of meditation for peace of mind, self-awareness which is necessary to survive in a stress free environment.

1. Clean India Green India (12/08/2020)

- Clean India Green India is two great mission launched by India which is set by UNO under the Millennium Development Goals (MDG)
- Agenda of Sustainable development

1. National Unity Day (31/10/2020)

2. Constitutional Day (26/11/2020)

3. Vivekanand Jayanti (12/01/2020)

- Celebrated every year on 12th Jan. To motivate the youth to lead the nation to prosperity following the path carved by Swami Vivekanand.

1. International Environmental Day (05/06/2020)

- Students are made to exhibit posters through online highlighting the important of environment

1. Independence Day (15/08/202)

- Principal hoists the flag and delivers speech highlighting about the significance of independence day to students and staffs.

1. Teacher's Day (05/09/2020)

- Teacher's Day is celebrated to acknowledge the challenges, hardships and the special role that teachers play in our lives.

1. Gandhi Jayanti (02/10/2020)

- Community, historical celebrations Gandhi Jayanti is an event celebrated in India to mark the birthday of Mahatma Gandhi. It is celebrated annually on 2nd October.

| 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 | No File Uploaded |
| 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.

Best Practice I- Title: Online skill Development Programs

Objective: The main objective is to set up a workforce that is skilled.

Practice: All students and faculty are provided the logins for practice and conducting online exams in all related online platforms. Practice tests conducted for better assessment of students.

Evidence of Success

1. Many Certification have been completed by the students

Problems encountered and Resources required

1. Training of faculty
2. To develop framework for conducting online skill development problems.

Outcome: Successful completion of certification programmes.

Best Practice II - Title: Clean India Green India

Objective: The objective of clean India and green India is

1. To create awareness about health and hygiene
2. To help India reach to India sustainable Development Goal 6 (SDG6)

Practice: The institute encourage students and teaching staffs to contribute in Clean India and green India. In Millat College, Clean India Green India Campaign was organized by NSS on where number of students have taken part.

Evidence of Success:-

1. Tree Plantation
2. Plastic banned means no use of Plastic in institution.

Problems Encountered and Resources Required

1. Green campus initiatives are challenging, so it requires determination
2. Clean India, Green India initiatives needs an expert advice

Outcome: A huge shift has been seen in people after this, more and more people are coming forward and helping in the achievement of "Clean India" vision.

| File Description | Documents |
|--|------------------|
| Best practices in the Institutional web site | No File Uploaded |
| 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

The Millat College, Darbhanga has recognized its position in the society. With a great sense of awareness, we initiated COVID-19

Awareness Programme which we constantly continued for more than a year and created awareness about the disease and its fatality.

During COVID-19 Pandemic, almost everybody got affected and human life has come to a standstill due to continuous lockdown.

Our Institute could not remain to be an onlooker hence we started COVID-19 Awareness Programs and served the nation in this pandemic.

COVID-19 has created havoc in all over the nation. The education system also gets affected by lockdowns. The teaching and learning process faced a lot of problems.

So, the institute took an attempt to provide online learning platforms to the learners during the COVID-19 Pandemic. This was a programme exclusively developed for the students in order to develop few skills as required for their employability.

The main goal of institute behind this programme is to provide an effective online learning platform during the COVID-19 lockdown period: to sharpen the skills of the participants and to infix (inculcate) professional values required in employment.

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

Millat College Darbhanga is a constituent Unit of Lalit Narayan Mithila University Darbhanga and it follows the University prescribed curriculum. The Annual Academic Calendar is prepared according to the University Calendar specifying available dates for significant activities to ensure proper teaching -learning process and continuous evaluation and it is displayed on Notice Board/ College website. Meetings is held in each department to discuss about the course distribution for the academic session. Syllabus of each subject for the academic session is provided to the students. Theory & Practical classes are held according to the Time-Table and is published in Notice Board. Conventional classroom teaching is blended with reasonable use of ICT. Classroom teaching is supplemented with seminars, workshops, special lectures, group discussions, Tutorials, paper presentation by the students, projects. The College Library provides teachers and students with necessary learning resources for effective curriculum delivery and learning enrichment. All examinations are conducted according to the Academic Calendar. Tutorials are held regularly to monitor the progress of the students. The college encourages faculty members to attend Orientation/Refresher courses, workshops and present papers in seminars conducted by the affiliating and other Universities for acquiring necessary skills for effective delivery of the curriculum. Photo copies of the Certificates of the above courses are provided by faculty members to IQAC.

| File Description | Documents |
|-------------------------------------|------------------|
| Upload relevant supporting document | No File Uploaded |
| Link for Additional information | Nil |

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

The college follows Evaluation system of the University. The criteria, weightage and schedule are communicated by the

university.

| File Description | Documents |
|--------------------------------------|------------------|
| Upload relevant supporting documents | No File Uploaded |
| Link for Additional information | Nil |

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

D. Any 1 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

Nil

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

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)

Nil

| 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

000

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

000

| 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

The curriculum designing for every academic programme has integrated issues related to values and ethics. The students of UG, irrespective of their academic stream study one compulsory course on Environmental Science as an Ability Enhancement Course (AECC) in Semester I. They also study a value based Skill Enhancement Course (SEC) on Inter-religious Studies in Semester III. The PG students have two compulsory courses namely (i) Environmental Sustainability and Swachha Bharat Abhiyan and (ii) Human Values, Professional Ethics and Gender Sensitization. In addition, different departments both at UG and PG levels incorporate these relevant issues in their course curricula.

| File Description | Documents |
|--|------------------|
| Any additional information | No File Uploaded |
| Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum | No File Uploaded |

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

000

| File Description | Documents |
|---|------------------|
| Any additional information | No File Uploaded |
| Programme / Curriculum/ Syllabus of the courses | No File Uploaded |
| Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses | No File Uploaded |
| 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) | No File Uploaded |

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

0

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

1.4 - Feedback System

| | |
|---|---|
| 1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni | A. All of the above |
| File Description | Documents |
| URL for stakeholder feedback report | No File Uploaded |
| 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 | A. Feedback collected, analyzed and action taken and feedback available on website |
| File Description | Documents |
| Upload any additional information | View File |
| URL for feedback report | https://www.millatcollege.ac.in/facilities-and-services/wi-fi/approval/student-satisfaction-survey/ |
| 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 | |
| 5490 | |
| File Description | Documents |
| Any additional information | No File Uploaded |
| 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

836

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

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

The wide range of continuous assessment components that include, Daily Home Assignments, Class Assignments, Seminars and Group Discussions, Additional Assignments, Quizzes, Class Tests, Viva-voce examinations and attendance, enable effective assessment of learning levels of students. In addition, teacher-student interactions, reports of Class Committees and Proctorial meetings help in identification of different levels of learners. Faculty members and various Committees regularly review the academic progress and counsel students to improve their performance to ensure their academic growth.

Special measures taken to support relatively slow learners are as follows.

- Organizing Extra Classes
- Remedial and Tutorial Classes are held to prepare them for remedial exams
- Providing tutorial assignments
- Daily Home Assignments and Weekly Class Assignments permit a real-time assessment of levels of understanding.
- Seminars and Group Discussions
- A unique value system of peer group teaching, learning and assistance from classmates and senior students is arranged as one of the special measures to support relatively slow learners.

Schemes for advanced learners.

The Institute offers several opportunities for advanced learners to augment their talent and meet their learning needs:

- Students are encouraged to help slow learners in their class

and in junior classes.

| File Description | Documents |
|-----------------------------------|------------------|
| Link for additional Information | Nil |
| Upload any additional information | No File Uploaded |

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

| Number of Students | Number of Teachers |
|--------------------|--------------------|
| 6771 | 19 |

| File Description | Documents |
|----------------------------|------------------|
| Any additional information | No File Uploaded |

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 Millat College, Darbhanga practices a teaching methodology which focuses on imparting education through a student centric approach.

Some Most Widely used Methods are:

- PROJECT-BASED LEARNING

Millat College, Darbhanga practices a project-based teaching method in which students have to engage with each other to solve problems or build case studies. They have to dig deeper to understand how best to tackle real-world challenges.

- ACTIVE LEARNING

Active learning promotes in-class participation and it may even involve students teaching a class or their group members. This type of learning encourages conversation and debate that help students be more confident in their speaking skills.

- COLLABORATIVE LEARNING

Millat College, Darbhanga allow Collaborative learning in which a

group-based learning happened where students get together to create questions, solve problems and learn together. It's a collective effort made to understand complex topics and frameworks.

- COOPERATIVE LEARNING

Millat College, Darbhanga encourage students to participate in cooperative learning in which student groups are given a task to complete with defined timelines. It's more structured and specific in terms of problems or challenges.

| File Description | Documents |
|-----------------------------------|------------------|
| Upload any additional information | No File Uploaded |
| Link for additional information | Nil |

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

The Institute follows ICT enabled teaching in addition to the traditional classroom education. Subsequent efforts are taken by the institute to provide e-learning atmosphere in the classroom:

1. In addition to chalk and talk method of teaching, the faculty members are using the IT enabled learning tools such as PPT, Video clippings , Audio system, online sources, to expose the students for advanced knowledge and practical learning.
2. Classrooms are fully furnished with LCD/OHP/Computers
3. Most of the faculty use interactive methods for teaching. The major emphasis is on classroom interaction in terms of research paper presentations, seminars, debates, group discussions, assignments, quiz/tests/viva and laboratory work.
4. Institute premises are Wi-Fi enabled
 - Specialized computer laboratory with an internet connection has been provided to promote independent learning. MAC-ID based Wi-Fi facility for access of internet is provided on individual laptop and mobile devices.
 - Well security is provided to Wi-Fi users. Its access is controlled by the system administrator.

1. No. of full time Teachers No. of Teacher using ICT ICT
Tools and Resource Available No. of ICT enabled Classroom
No. of Smart Classroom E-Resource and Technique used 19 19
3 3 3 3

| File Description | Documents |
|---|------------------|
| Upload any additional information | No File Uploaded |
| Provide link for webpage describing the ICT enabled tools for effective teaching-learning process | Nil |

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

19

| 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

19

| 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

18

| 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

19

| 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.

The college has transparent and robust evaluation process in terms of frequency and variety. In order to ensure transparency in internal assessment, the system of internal assessment is communicated with the students well in time. At the entry level, admissions are given purely on merit basis and the lists of merit students are displayed on Notice board. Unit tests are conducted regularly by Faculty member by their own. Unit Test has no weightage in final annual examination as The college follows Evaluation system of the University. The criteria, weightage and schedule are communicated by the university.

The performance of the students is displayed on the Notice board and communicated to the students. Personal guidance is given to the poor performing the students after their assessment. Students appearing for Second /third year are asked to deliver the seminars of the concerned subject. Topics are given by their teachers to the students to prepare for power point presentation.

For transparent and robust for internal assessment, the following mechanisms are conducted

- Internal Examination Committee.
- Question Paper Setting.
- Conduct of Examination
- Result display
- Interaction with students regarding their internal assesment The method of internal assessment helps the teachers to evaluate the students more appropriately.

| File Description | Documents |
|---------------------------------|------------------|
| Any additional information | No File Uploaded |
| Link for additional information | Nil |

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

The college follows Evaluation system of the University.

At University level:

If students have grievances related to evaluation of university answer scripts it is intimated to the subject handling faculty and head of the department if necessary, for further action. Students can bring their grievances by applying for the following

evaluation procedure:

Re-Evaluation:

Students can apply for re-evaluation of their answer scripts within a week from the declaration of results if they are not satisfied with their results. The results of re-evaluation will be announced as per the university norms.

Challenge Evaluation:

If the re-counting/re-evaluation results are not satisfactory, a student can apply for challenge evaluation within a week after the announcement of the revaluation results. The evaluation process is carried out by two subject experts. Result will be announced before commencement of University Examination and the fees will be refunded to the students if he/she clears the paper. So maximum chances are given to the students to clear the subject. The entire process is maintained transparent and time bound by the university.

| File Description | Documents |
|---------------------------------|------------------|
| Any additional information | No File Uploaded |
| Link for additional information | Nil |

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.

The institution uses the following approach to communicate teachers and students about the learning outcomes. At the start of the programme, first-year students are given an overview of graduate characteristics. Orientation Programs/Induction Programs are conducted for freshers of first, second- and third-year batches both at the College Level and at the Department level. This type of programme is very useful for students and for teachers as well to understand the programme outcomes and course outcomes. The programmes' and courses' learning outcomes are routinely monitored and assessed. Every IQAC meeting and staff meeting has discussed the significance of the learning outcomes with the teachers. Through tutorial meetings, the programme outcomes, programme specific results, and course outcomes are also imparted to the students. Teachers

demonstrate a solid conceptual comprehension of the subjects' core concepts. In order to make measurements, analyse and interpret the data, including a quantitative grasp of student uncertainties, teachers employ basic laboratory equipment appropriately and effectively.

| File Description | Documents |
|--|------------------|
| Upload any additional information | No File Uploaded |
| Paste link for Additional information | Nil |
| 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.

As the college is a constituent unit of Lalit Narayan Mithila University, the programme outcomes are assessed through final examination conducted by the university. The course outcomes are assessed using the curriculum, its completion, ongoing internal evaluation, and results. Furthermore, the course outcomes are validated through the examination system along with programme outcomes and program-specific outcomes. Different cognitive levels of each course are reflected in the course outcomes. Based on the Revised Bloom's Taxonomy, it is carried out. Multiple Choice Questions, Short Answer Questions, Quizzes, Snap Tests, and Oral Exams are used to examine students' knowledge and understanding, while Essay Type Questions, Assignments, and Practical Examinations are used to evaluate their skills to apply, analyse, evaluate, and create. At the departmental level, the department heads and the teachers who are teaching any class work hard to finish the courses on time, and occasionally they hold extra classes for the students they perceive to be relatively average and slow learners. To guarantee that students participate in class, there is a 75 percent attendance requirement that must be met in order to write a course exam. As with the marks, attendance is connected.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | No File Uploaded |
| Paste link for Additional information | https://www.millatcollege.ac.in/wp-content/uploads/sites/36/2021/01/MILLATXCOLLEGEXN_EWXPROSPECTXFinal.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

613

| 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 | Nil |

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://www.millatcollege.ac.in/facilities-and-services/wi-fi/approval/student-satisfaction-survey/>

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

00

| 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 | Nil |

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

05

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

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

01

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| 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

00

| 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

S.No.

Title of activities

Organizing unit/ agency/ Collaborating agency

No. of teachers coordinated such activities

No. of students participated in such activities

1.

International Yoga Day (21.06.2020)

Millat College, Dbg Online

06

27

2.

Clean India Green India (12.08.2020)

Millat College, Dbg Online

06

20

3.

Matdata Jagrukta Raili (26.09.2020)

Millat College, Dbg Online

07

20

4.

Voter's Pledge Programs

(08.10.2020)

Millat College, Dbg Online

05

20

5.

Matdata Jagrukta Raili (15.10.2020)

Millat College, Dbg Online

07

16

6.

National Unity (31.10.2020)

Millat College, Dbg Online

07

25

7.

Constitution Day (26.11.2020)

Millat College, Dbg Online

06

18

8.

Vivekanand Jayanti (12.01.2021)

Millat College, Dbg Online

06

20

9.

Amrit Mahotsav Planting Postermaking (03.04.2021)

Millat College, Dbg Online

07

22

10.

Worlds No Tobacco Day (31.05.2021)

Millat College, Dbg Online

02

15

11.

World Environment Day (05.06.2021)

Millat College, Dbg Online

12

22

12.

International Yoga Day (21.06.2021)

Millat College, Dbg Online

02

15

13.

Constitution Day Celebration Year 2020

8 Bihar B.N

05

40

14.

Tree Planting Day

8 Bihar B.N

01

10

15.

Road Safety

8 Bihar B.N

01

08

16.

Human Chain

Govt. of Bihar

03

50

| 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

00

| 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

16

| 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

00

| 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

00

| 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.

Facilities

Existing or Newly Added

Campus Area

Existing

Class rooms

Existing

Laboratories**Existing****Seminar Halls****Existing****Classrooms with LCD facilities****Existing****Seminar halls with ICT facilities****Existing****Classrooms with Wi-Fi OR LAN****Existing**

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

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

The facilities for cultural activities in the college are well executed under the guidance of teacher coordinators with the support of cultural secretaries from the Student Council. Cultural functions and programmes are organised on regular basis; the important ones Teachers Day, Independence Day, Republic Day, Annual Day, etc. Several cultural competitions are also organized where the students get ample opportunities to showcase their talent. There is a good collection of costumes and props used in different cultural programmes.

The facilities and equipment are adequately available in the college for sports and games - both Outdoor (Cricket, Basketball, Volleyball, Throw ball, Kabaddi, Kho-Kho and athletic events) and Indoor (Badminton, Table Tennis, Chess and Carrom). Regular practice sessions are conducted by Sport In-Charge . A fully furnished gymnasium is functional for students and staff members.

College also organised Yoga sessions and camps.

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

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

3

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

3

| 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)

4549034

| 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) | View File |

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

Name of the ILMS Software

Nature of Automated (Fully/partially)

Version

Year of Automation

Infolib 2.0

Fully

2.0

2019

| 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

E. None 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) | No File Uploaded |

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)**

| 00 | |
|---|------------------|
| 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) | No File Uploaded |
| 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 | |
| 30 | |
| File Description | Documents |
| Any additional information | No File Uploaded |
| 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 | |
| <p>Computer lab is well-equipped with branded PC's adequately supported by 10 Mbps leased lines for internet connectivity. It is also equipped with a wide range of licensed system software and application software. The entire campus is connected with LAN Messenger. Computer labs are well connected to the internet help students and faculty to carry out their academic and other work. Lab assistants are available to support students and faculty in their queries.</p> <p>The members of the IT Policy Committee with the support from IT assistants and ERP personnel supervise the available IT facilities in the campus and maintenance of the same.</p> <p>Wi-Fi facility: IT department extend the complete support to the students. It is made available by setting and installing the Wi-Fi zones at various locations such as Reading halls, Department corridors and at the Green lawn area. Staff and Students can access this facility on their Laptops by registering themselves. The institute has currently state-of-art VIKSHIT VIHAR Wi-Fi</p> | |

access points to provide the Wi-Fi internet access through Wi-Fi zones. The institute is planning to extend this further to create and establish a Wi-Fi enabled campus.

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

4.3.2 - Number of Computers

31

| File Description | Documents |
|-----------------------------------|------------------|
| Upload any additional information | No File Uploaded |
| Student – computer ratio | No File Uploaded |

4.3.3 - Bandwidth of internet connection in the Institution

D. 10 - 5MBPS

| File Description | Documents |
|--|------------------|
| Upload any additional Information | No File Uploaded |
| 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)

4549034

| 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) | View File |

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.

All students are to conform to the disciplinary rules of the college. There are established systems for utilization and maintenance of physical and infrastructural facilities..The college is holding regular meetings of various committees constituted to work towards construction, maintenance and repairing of Academic buildings. Library - the requirement and list of books is taken from the concerned department and HOD's are involved and further it is finalized, approved and signed by Principal. Laboratories - the calibration, repairing and maintenance of lab equipments are done by the technicians and keep the record of the accounts of lab equipments by concerned department. Sports Facilities - Sports committee has already been established and the committee is ensuring to provide indoor and outdoor sports facilities to the students and encouraging them to participate in the inter college sports competitions. IT Facilities - To abstain from hampering the teachings and learning activities, college has been working on to develop the IT facilities which help teachers to take online classes as an alternate option. For the safety on the campus against the Covid-19 outbreak, college has ensured to follow the SOP guidelines, installation of sanitizing machines, sensitization amongst students and communities. And, it is always ensured to optimal utilization of the financial resources and other resources in the interest of students.

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

STUDENT SUPPORT AND PROGRESSION

| 5.1 - Student Support | |
|---|---------------------------|
| 5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year | |
| 5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year | |
| 525 | |
| 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 benefited 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 | |
| 0 | |
| 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 | D. 1 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) | View File |

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 benefitted 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 | No File Uploaded |
| 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

00

| 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 | No File Uploaded |

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

00

| 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.**

00

| 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 following student committees are in operation at the college to reflect the involvement Class Representatives- Two students in each class are chosen to serve as class representatives. They are in charge of communicating any academic or non-academic concerns to the concerned Head of the Department or class teacher. During the month, the head communicates with class representatives at least once.

Student groups (department level): Departments use student groups to plan their curricular and extra-curricular activities.

Students are in charge of each group. Roles are assigned and groups have well defined structures.

Committees for culture and sports: All committees for culture and sports have significant representation from students. They assist with managing and organising events.

NSS and NCC group- Students who are member of NSS and NCC, participate in every curricular and co-curricular activities.

| 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

16

| 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

As per the tract record, it is one of the prestigious constituent colleges of Mithila university. Many former students attended this college for their education. In their various disciplines, such as politics, education, law, literature, sports, agriculture, business and industry, social work, and public

speaking, many of this college's alumni are well-known. the college offers alumni the chance to meet with and share their experiences with current students. The alumni of the institution work to advance the institution and students as a whole. It benefits our college in terms of academic planning, career assistance, and technology guidance.

| 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 | No File Uploaded |

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 main objective of the College is to provide opportunities for Quality higher education to acquaint the Students with the heritage to make them aware of professional and employable courses along with traditional education.

To fulfill this objective successfully the College is making efforts on the following points from the beginning.

1. To empower the Students of weaker Section of the society.
2. To emphasize the development of discipline, reasoning, scientific consciousness and excellence of conduct in the student.
3. The main objective of the College is to make Students aware of employable education.

To achieve these objectives the College lays special emphasis on academic excellence, Personality development and social orientation. For their implementation, three Committees have been constituted by the College.

1. Innovation and Research Committee
2. Student Welfare Committee
3. Development Committee

These three Committees member headed by Convener is whole and sole responsible for overall development of Student carries counseling to provide latest (modern) teaching and learning methodology. Apart from this maximum utilization of modern technology based education facilities within the campus as for example to access wi-fi facility, Swayam Portal, Online Library facilities like Inflibnet, Online Classes sources like webex, Google meet etc.

- Wi-fi facility
- Online Library Registration
- Automated Library

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

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

The vision of this institution is to upgrade it into a centre of academic excellence through decentralized and collective leadership and participative management. As the college is a constituent unit of Lalit Narayan Mithila University most of the administrative and policy decisions are under the control of the university. Nevertheless, the supervision of the entire functioning, requirement, academic business, curricular and co-curricular events, maintaining and improving physical infrastructure, extra-curricular, monitoring and executive decisions are taken by the Principal of the college, assisted by the college Advisory committee. Regular meetings are called by the Principal with the various committees, teaching and non-teaching staff and the students union, thereby making the administrative and decision making process more participatory and inclusive. Suggestions are taken from different committees comprising of staff members of the college.

Various committees and cells function in the institution with the help of collective leadership and participative management, who

take unanimous decisions on various issues. Apart from these committees and cells there are Bursar, Examination controller, NCC officer, NSS co-coordinator, sports officer, campus nodal officer and IQAC co-coordinator who perform their duties with the help of faculty members as required.

| 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

The institute has experienced great growth over the last five years, and in order to maintain this growth, plans must be developed and successfully put into practice. A perspective or strategic plan focuses on the disruptive forces and contemporary trends in higher and technical education that, when embraced, can lead to improved performance. It evaluates stakeholders' expectations, as well as students', faculty members', employers', and locals' demands.

Following a thorough debate and taking into account the short-, medium-, and long-term development strategies, the following plans are planned. The institute prioritises its students, and these developments ultimately benefit all stakeholders.

Faculty members and students are encouraged to advance their technical skills. encouraging top-notch research, alumni involvement, and social outreach geared toward assisting locals. Every academic year, the activities are scheduled at the start of the Academic Calendar, and faculty members are asked for proposals.

The development Plan is an excellent project that focuses on the infrastructure, faculty strength, faculty achievement, student development, and student achievement of the departments. The HODs of each department collaborate with their professors to finalise the plan.

| 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.

Administrative set up

With the management's practical experience, institutional management is created in a transparent, scientific manner to achieve the best results. From top management to lower levels, a clear hierarchy is developed, delineating each level's duties, responsibilities, accountability, and authority.

The main functions of the administrative positions are as under:
-

Governing body: - There is a Governing Body for the Institution. It regularly meets to debate the agenda established by the principal and is the institution's policy-making body. It also adopts the policy decisions and reviews the institution's performance and prior meeting decisions. The financial plan for the current academic year is complete. Decisions are made after discussion of all new suggestions.

| 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 institution successfully carries out welfare programmes for both teaching and non-teaching faculties.

For the career advancement and advancement of the teaching as well as non-teaching staff, the College makes arrangements to take advantage of all government programmes, including gratuity, pension, commutation of pension, earned leave encashment, maternity leave, medical facility, leave on overseas project or conference, health fund scheme, permission to attend FDP such as orientation programmes and refresher courses, short term courses, etc. The institution arranged computer training programmes for teaching and non-teaching staffs.

| 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

00

| 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

3

| 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) | View File |

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

6

| 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 | View File |
| Details of teachers attending professional development programmes during the year (Data Template) | View File |

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

The institution has a system in place for evaluating both teaching and non-teaching employees that is performance-based. The appraisal report is based on the annual performance of the employees as measured by their participation in extracurricular, academic, and research activities.

System of evaluating the performance of teaching staff: A teacher's performance is evaluated through the use of new teaching methods in class lectures, seminars, tutorials, course delivery, the creation and evaluation of test questions, the updating of materials, etc. Additionally, evaluations from students and the course pass rate are taken into account.

System of performance evaluation for non-teaching staff: A few techniques are used to evaluate the performance of non-teaching employees, including their technical contributions, which include their topic knowledge, awareness, productivity, quality, innovation, openness to learning, diligence, etc. Additionally, they evaluate behavioural traits including timeliness, acceptability, and group conduct.

| 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

The college frequently carries out internal and external financial audits. As the college is a constituent unit of Lalit Narayan Mithila University, the institution depends on the university for external audits. To maintain financial compliance, the Institution has established a procedure for yearly internal and external audits of the financial transactions. The institution's internal financial committee conducts an internal audit once a year. The internal audit compliance report is provided to the principle after the committee carefully verifies the income and expense details. Affiliating university conducts an external audit once per year.

| 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)

00

| 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

The Institute upholds and adheres to a carefully thought-out approach for the mobilisation of finances and resources. The Department Heads and Accounts office are also involved in the process, along with a number of institute committees. The

institute has created some specific guidelines for the use of resources and funds.

The funds obtain from different resources such (i) Admission charge in different courses (ii) Salary Grant (iii) RUSA- grants.

Utilization of funds: A financial committee has been established to oversee the best possible use of cash for various ongoing and one-time expenses. The buying committee requests price quotes from suppliers for the acquisition of tools, computers, books, etc. The finance and buying committee carefully considers the quotes before making a final choice based on factors like cost, value, terms of service, etc. The accounting department, the finance and buying committees, and the principal guarantee that the expenditure stays within the authorised budget.

| 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

On April 10, 2010, the Internal Quality Assurance Cell (IQAC) was established with the mission of streamlining the institution's quality initiatives. The IQAC of the institution is active and is set up in accordance with NAAC standards. Most departments are represented, and there is a combination of senior and junior teachers. The institute's IQAC continuously works to improve teaching-learning processes by increasing the use of ICT, expanding the scope of the library, offering skill development courses, arranging for industrial visits and training of students, assisting with placements, and providing information on current events by organising seminars, conferences, and workshops. The IQAC supports the NCC, NSS, MCTA (Millat College Teacher Association), MCNTA (Millat College Non-teaching Association), and alumni association in organising awareness campaigns, outreach programmes, and service-oriented events. Through the adoption of the necessary knowledge and technology for participatory teaching and learning processes, IQAC makes it easier to create learner-centric environments. The institutional database is maintained by IQAC, which also evaluates feedback

from other offline and online sources. Academic and administrative audits, as well as follow-up procedures, are frequently carried out by IQAC. In addition to informing teaching and non-teaching employees about the advantages and necessity of accreditation by various external agencies, IQAC compiles and submits the Annual Quality Assurance Report in accordance with the standards and parameters of NAAC.

| 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

The IQAC regularly evaluates the teaching-learning process and takes action to enhance its quality.

The Institute rigorously adheres to the Academic Calendar, which is planned in advance, publicised, and distributed.

The Academic Calendar provides information on admission to various programmes, exam dates, and result announcements. All newly admitted students are required to attend the mandatory Orientation Program, where they learn about the Institute's philosophy, distinctive educational system, teaching and learning process, continuous evaluation system, considered necessary core courses, cocurricular activities, discipline, and culture. Students participate in class committees on a regular basis to gather feedback and to help to improve the teaching-learning process. Teachers also collect feedback from students on an individual basis for their specific courses and through IQAC. Additionally, students are allowed to communicate with the Institution's principal for suggestions and feedback. Feedback is carefully examined and communicated to the principal, head of departments, and specific faculty members.

Based on the IQAC's recommendations, the teaching-learning processes are examined, and changes are implemented.

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

| | |
|--|------------------------------|
| <p>6.5.3 - Quality assurance initiatives of the 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)</p> | <p>C. Any 2 of the above</p> |
|--|------------------------------|

| 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

Focusing on the aim to ensure a safe space and healthy environment the women cell of Millat College, Darbhanga has come up with an action plan for the academic year 2020-21.

One of the important ways to achieve gender equality is to have a safe space that will not represent injustice and violence against women. Considering this fact, women cell decided to look into sexual harassment complaint. Following which the women cell plans to focus on programmes to promote women's empowerment and gender equality.

This leads to the next aspect of the women cell, which is to sensitize individuals about gender equality. The Women Cell feels that the gender sensitization program will be instrumental in encouraging the talks on gender equality. This program will include students, staff members, administrative staff and all the people involved on the campus. The series of awareness programs will largely aim towards intermediate and first year undergraduate students followed by other staff members on campus. The women cell will encourage the staff members to attend workshops/Conference/Lectures organized by other educational institutes as part of formal training. This is to ensure to keep the committee up to date of current happenings and having a complete and broad working pattern.

Facilities for women on campus

1. CCTV
2. Girls Common Room
3. Sanitary Napkins
4. Counseling Cells

| 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

C. Any 2 of the above

| File Description | Documents |
|--------------------------------|------------------|
| Geo tagged Photographs | No File Uploaded |
| 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 :**

Red and Green colored waste bins are placed at several locations in the campus to collect dry and wet waste respectively. Plastic bottles and recyclable waste is collected in red colored bins while biodegradable and paper waste is collected in green colored bins.

The Solid waste from the College is segregated at wet and dry waste. The wet waste is then used for composite. Compost made on campus is used in the College gardens.

The plastic waste in the College is being segregated by means of the red and green segregation bins for several years. This segregated plastic waste is disposed in the Municipal plastic waste.

The broken glassware like conical flask, burettes, pipettes, separating funnel measuring cylinders condensers are given for recycling. As these glassware items are not fully broken, only their lips or rim or small edges get cracked or broken they can be used by repairing them.

Waste Management awareness programs:

1. Topic : Clean India Green India
2. Date : 12/08/2020

- **Liquid Waste Management :**

Our aim is to become a "zero waste campus".

Students are actively involved in waste segregation and recycling on the College Campus. This has made students realize the importance of waste management. They are becoming environmentally conscious and socially responsible. Such activities help them in developing their critical thinking and problem solving abilities.

| File Description | Documents |
|--|------------------------------|
| Relevant documents like agreements/MoUs with Government and other approved agencies | No File Uploaded |
| Geo tagged photographs of the facilities | Nil |
| Any other relevant information | No File Uploaded |
| 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 | B. Any 3 of the above |
| File Description | Documents |
| Geo tagged photographs / videos of the facilities | No File Uploaded |
| 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: <ol style="list-style-type: none"> 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 | B. Any 3 of the above |
| File Description | Documents |
| Geo tagged photos / videos of the facilities | No File Uploaded |
| 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 | B. Any 3 of the above |

3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

| 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 | No File Uploaded |

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

C. Any 2 of the above

| File Description | Documents |
|--|------------------|
| Geo tagged photographs / videos of the facilities | No File Uploaded |
| 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).

Social Inclusion:

Linguistic Inclusion: Millat College's language lab is aimed at helping students acquire knowledge and experience in language. Students get the freedom to learn at their own pace with the help of language learning software installed in computers in the spacious air conditioned lab. In addition to regular courses in English language and soft skills, language lab conducted group discussion, storytelling, interview skills practice and presentation skills sessions. These sessions aimed at confidence building. Also Senior Students volunteered to mentor the juniors on public speaking skills. Writing skills practices are also included. The infrastructure of the lab makes it possible for the instructor.

Socio-economic inclusion: Several scholarships have been instituted by donations from well-wishers.

Scholarships have been instituted for students who are:

1. Toppers
2. Meritorious and economically deserving.

Award:

1. Those concessions are generally granted to students irrespective of academic performance
2. Only financially deserving/physically challenged students are granted these concessions.

| 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 | No File Uploaded |

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

Constitutional Obligation

- On 26th November 2021 constitution Day was celebrated by NSS. The programme was attended by the students, teachers, Principal, staff members and other non-teaching staffs.

Constitutional Day is the day that India adopted its

Constitution. Indian constitution was formally adopted on 26th January, 2 months after the National Constitution Day. It is observed to commemorate the adoption of the constitution by the constituent Assembly of India on 26th Nov 1949. The constitution Day of India was first observed in year 2015 which also marked 125th birth anniversary of Dr. B.R. Ambedkar.

- On 26th September 2021 Voter awareness campaign was arranged by NSS. In order to help the electorates take an informed decision, it is quintessential to sensitive them about the importance of participating in the electoral process.
- On 31st October 2021 "National Unity Day" was celebrated by NSS.

National unity Day is on 31st October to commemorate the birth anniversary of Sardar Vallabh Bhai Patel. After Independence he become the Deputy PM of India, also holding the portfolio of the union Home Minister.

All the College staffs (both teaching and non-teaching), Principal, Students joined in the celebration with great zeal and respect for Sardar Patel.

| File Description | Documents |
|--|------------------|
| Details of activities that inculcate values; necessary to render students in to responsible citizens | No File Uploaded |
| 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

D. Any 1 of the above

| File Description | Documents |
|--|------------------|
| Code of ethics policy document | No File Uploaded |
| 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 | No File Uploaded |
| Any other relevant information | No File Uploaded |

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

List of national and international commemorative day's events and festivals:

1. International Yoga Day (21/06/2020) – Online Mode

- It aims to develop a habit of meditation for peace of mind, self-awareness which is necessary to survive in a stress free environment.

1. Clean India Green India (12/08/2020)

- Clean India Green India is two great mission launched by India which is set by UNO under the Millennium Development Goals (MDG)
- Agenda of Sustainable development

1. National Unity Day (31/10/2020)

2. Constitutional Day (26/11/2020)

3. Vivekanand Jayanti (12/01/2020)

- Celebrated every year on 12th Jan. To motivate the youth to lead the nation to prosperity following the path carved by Swami Vivekanand.

1. International Environmental Day (05/06/2020)

- Students are made to exhibit posters through online highlighting the important of environment

1. Independence Day (15/08/202)

- Principal hoists the flag and delivers speech highlighting about the significance of independence day to students and staffs.

1. Teacher's Day (05/09/2020)

- Teacher's Day is celebrated to acknowledge the challenges, hardships and the special role that teachers play in our lives.

1. Gandhi Jayanti (02/10/2020)

- Community, historical celebrations Gandhi Jayanti is an event celebrated in India to mark the birthday of Mahatma Gandhi. It is celebrated annually on 2nd October.

| 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 | No File Uploaded |
| 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.

Best Practice I- Title: Online skill Development Programs

Objective: The main objective is to set up a workforce that is skilled.

Practice: All students and faculty are provided the logins for practice and conducting online exams in all related online platforms. Practice tests conducted for better assessment of students.

Evidence of Success

1. Many Certification have been completed by the students

Problems encountered and Resources required

1. Training of faculty
2. To develop framework for conducting online skill development problems.

Outcome: Successful completion of certification programmes.

Best Practice II - Title: Clean India Green India

Objective: The objective of clean India and green India is

1. To create awareness about health and hygiene
2. To help India reach to India sustainable Development Goal 6 (SDG6)

Practice: The institute encourage students and teaching staffs to contribute in Clean India and green India. In Millat College, Clean India Green India Campaign was organized by NSS on where number of students have taken part.

Evidence of Success:-

1. Tree Plantation
2. Plastic banned means no use of Plastic in institution.

Problems Encountered and Resources Required

1. Green campus initiatives are challenging, so it requires determination
2. Clean India, Green India initiatives needs an expert advice

Outcome: A huge shift has been seen in people after this, more and more people are coming forward and helping in the achievement of "Clean India" vision.

| File Description | Documents |
|--|------------------|
| Best practices in the Institutional web site | No File Uploaded |
| 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

The Millat College, Darbhanga has recognized its position in the society. With a great sense of awareness, we initiated COVID-19

Awareness Programme which we constantly continued for more than a year and created awareness about the disease and its fatality.

During COVID-19 Pandemic, almost everybody got affected and human life has come to a standstill due to continuous lockdown.

Our Institute could not remain to be an onlooker hence we started COVID-19 Awareness Programs and served the nation in this pandemic.

COVID-19 has created havoc in all over the nation. The education system also gets affected by lockdowns. The teaching and learning process faced a lot of problems.

So, the institute took an attempt to provide online learning platforms to the learners during the COVID-19 Pandemic. This was a programme exclusively developed for the students in order to develop few skills as required for their employability.

The main goal of institute behind this programme is to provide an effective online learning platform during the COVID-19 lockdown period: to sharpen the skills of the participants and to infix (inculcate) professional values required in employment.

| 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

In order to produce successful professionals, Mithila University's Millat College works to provide skill-based, superior education and to enhance knowledge through research-based education.

The future plan of action for the next academic year is as under:

-

- To find and keep motivated, highly competent faculty.;
- To deliver a comprehensive, value-based education and to foster in students the entrepreneurial skills they will need to meet the challenges of the business world.
- To organise career counselling programmes.
- To participate one's NIRF ranking

- To build motorcycle and bicycle stand for students and faculty separately
- To build examination hall
- To introduce PG courses in various subjects
- To conduct various awareness programmes for society through NSS and NCC committees.

NAAC