

13. 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 ✓

S.N.	Plan of Action	Achievements/Outcomes
1.	Implementation and introduction of Swayam Prabha.	Implemented
2	Library a) National Digital Library of India b) Computer with internet facilities, c) Video conferencing facilities d) Library hours in class routine	(a), (b), (c), (d) all Implemented
3	Introduction of new Vocational Courses and Skill Development Courses a) BCA b) BBA c) Certificate in Automotive Skills. d) Certificate and Diploma Course in Office Administration Skill.	(a), (b), (c), (d) all Implemented
4	Implementation of Academic Calendar for the session 2019-2022.	Implemented
5	Implementation of Student Satisfaction Survey.	Implemented
6	Digitalization of College Logo and its explanation. Display of College Logo with explanation at different places where the students and other stakeholders can see.	Implemented
7	Revision of 'Vision & Mission' of the College in the light of global paradigm shift in higher education system and its display at different places in the campus.	Implemented
8	Time line for issuance of certificates, testimonials, and other documents to students.	Implemented
9	Online verification of certificate/marksheet of students.	Implemented
10	Establishment of Smart/Flipped/Virtual Class rooms.	Implemented
11	Introduction of Smart Identity Card (with QR code) for Students, Faculty Members and Support Staff of the College.	Implemented
12	Repair and renovation of Chemistry Laboratory.	Implemented
13	Green and Clean Campus	Implemented
14	In-house training programme for the faculty members on modern/latest education technology to enable them to efficiently use the technology and to reach out of reach students through ICT.	Implemented
15	Preparation of Institutional Development Plan- 3, 5, 15 years.	Prepared
16	Improvement of Examination Department a. Installation of Central announcement System. b. Installation of CCTV cameras for better	Proposal submitted to University for release of grant.

	surveillance. c. Digitalization of Examination Department.	
17	Development of Central Data Processing Cell, e-Learning Centre and e-Café.	Proposal submitted to competent authority for funding (University/HRD Jharkhand)
18	Development of Education Technology Training Centre (ETTC) for training of the teachers on modern education technology & tools to make the Digital India Programme of HRD successful and subsequently to reach out of reach students of Jharkhand.	Proposal submitted to competent authority for funding (HRD Jharkhand)
19	Encourage faculty members to prepare research proposals and submit to competent authority for funding.	Research proposals under preparation
20	Establishment of State-of-the Art Computer Laboratory for Vocational Courses- BCA, BBA, Biotechnology and Environmental Science.	Under progress
21	Office Automation and computer training of Grade-III Staffs of the College.	Under progress

14. Whether the AQAR was placed before statutory body? Yes /No: **Yes-IQAC**

Name of the Statutory body: Staff Council of P.K. Roy Memorial College, Dhanbad
Date of meeting(s): 15/05/2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning?

Yes/No: **No**

Date:

16. Whether institutional data submitted to AISHE: Yes/No: **Yes**

Year: 2019

Date of Submission: **28/02/2019**

17. Does the Institution have Management Information System?

Yes No

If yes, give a brief description and a list of modules currently operational.
(Maximum 500 words)

The college office is computerized and the admission, registration and fee collection are online. Office uses MS Office software for all official work. Notices and other relevant information are disseminated through College website, social media and email.

Library of the college is being managed by the library management software – SOUL procured from INFLIBNET. Books are RFID for tracking.